

Senior Staff Meeting
May 18, 2009
Meeting Notes

Attending: John Carmichael, Art Costantino, Susan Harris, Lee Hoemann, John Hurley, Steve Hunter,
Les Purce, Todd Sprague, Ken Tabbutt, Steve Trotter
Absent: Theresa Aragon, Don Bantz, Julie Suchanek, Allen Toothaker

Review of minutes

The minutes of the May 11 meeting were approved.

Additions to the agenda

Additions made to the agenda include: Management Group Meeting, John Carmichael; Student Government Update, Art Costantino; and Follow-up on BOT Meeting, Les Purce.

Announcements

No announcements were made.

Proposed Assignments for Legislated Accountabilities

John Carmichael distributed copies of the “2009 Legislative Evergreen Reporting Requirements” developed by Julie Suchanek. Steve Hunter stated that the Strategic Enrollment Management Group met on Friday and concluded that they would like to be involved in the financial aid policies and practices, dual credit programs, college in the high school, and the system designs plan. It was suggested that Art Costantino be added as a lead for College in the High School and John Hurley to Systems Design.

Steve Trotter mentioned that he believes that the Performance Agreement Group must be formally appointed by the Board of Trustees.

Action:
<ul style="list-style-type: none">• Add Art C. to College in the High School and add John H. to Systems Design and add Strategic Enrollment Group as a Delegated Process/Group to the Performance Agreements. Update the spreadsheet and email back out to Senior Staff. (Julie S.)• Review the updated “2009 Legislative Evergreen Reporting Requirements” and make comments to Julie S. by June 3, 2009. (All)• Review the requirements for the formation of the performance Agreement group and report back to Senior Staff. (Steve T.)

Enrollment Update

Steve Hunter distributed an updated handout on enrollment statistics. Currently, the applications received are trailing 2007 numbers. Overall, freshman registrations are down by 55, but resident numbers are holding. There is a decline in the number of non-residents applicants. He stated however, that transfer applications should be picking up soon.

Diversity and Equity Committee Report

Art Costantino distributed copies of the “Diversity and Equity Standing Committee Annual Progress Report 2008-2009”. He gave an overview of the report identifying key sections including: Completed Recommendations; Additional Diversity Related Work; Future Work Related to Our Charge; and Conclusion. Specific areas Art touched upon include the CARE Network; work toward integration of information, mandatory orientation element, institutional buy-off for benchmarks; and budgetary concerns.

Action:

- Review the document “Diversity and Equity Standing Committee Annual Progress Report 2008-2009”, and share feedback by Friday May 22, 2009. (All)

Student Government Update

There has been a delay with student elections. It was brought up that the bylaws specify the elections are to occur by the 5th week of the quarter. Tom Mercado is looking into the bylaws. It was also noted that the Geoduck Union is planning to add the WASHPIRG fee and a new constitution to the ballot.

Demonstration on May 13

Art Costantino stated that he met with two of the demonstrators along with other community members to discuss some community member concerns. Art felt the conversation was good, as the community members were able to explain their feelings and the effects the demonstration had on each of them. Art has received a number of complaints from community members, including veterans. He has found that there tends to be two different types of complaints that he has been receiving: 1) feelings of harassment, and 2) impacts upon veterans. Art is continuing to look into it.

Feedback on Budget Q&A

Todd Sprague stated that he would like to send out a follow-up to the May 6 Open Campus Budget Forum today.

Action:

- Please review the proposed email Todd S. previously sent out and reply with comments by today, Monday, May 18, 2009. (All)
- Distribute copies of all budget forum feedback Les has received to Senior Staff. (Susan H.)

Looking Ahead to Summer Work

John Carmichael stated that Susan Harris will be scheduling upcoming retreat days and evaluations. John C. distributed a draft status report on administration goals for 2008-2009 to Senior Staff.

Action:

- Please review your summer plans and update your outlook calendars to assist in retreat and evaluation scheduling. (All)
- Start work on draft evaluations. (All)

Follow-Up on BOT Meeting

Les Purce mentioned that the BOT is looking at a retreat in July of 2009.

Upcoming Meetings

John Carmichael announced that the last management group meeting for the year is this Wednesday, May 20th. A demonstration of the Leave System will be deferred. There will be no Senior Staff meeting next Monday May 25, 2009 as it is a holiday. The next Senior Staff meeting is scheduled for Monday, June 1, 2009.