

Senior Staff Meeting
September 28, 2009
Meeting Notes

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

Review of minutes

The minutes of the September 21, 2009 meeting were approved.

Announcements

- Lee is looking for volunteers for the brunch on October 11, 2009.
- Lee and Les made a trip to Seattle to meet with Nancy and Buster Alvord. The Alvords agreed to make a \$50,000 contribution for a challenge grant designated to the college annual fund.
- The student orientation week went well. Art Costantino reported that last Sunday was greener spirit night. Approximately 600 students in housing enjoyed tacos at this well received event. The Taking Care of Self program was held on Monday. It focused on staying healthy and balanced. Tuesday's Diversity program drew approximately 430 students. The Tacoma Campus orientation drew approximately 145 students.
- Approximately eight people have reported the flu via the online self-reporting. Only one person has requested support. Allen T. and Bruce S. are working together on suspended operations procedures to address coverage for critical areas, decisions on closing departments, planning for back-up, etc. Closing departments is a last resort action.
- A biomass gasification plant project is in the works. John Hurley noted that the college has progressed to the point of looking for capital dollars and financial backing to get the project designed.

Senior Staff Goals

The Senior Staff Goals were emailed out with names attached. The deadline to respond to John Carmichael was last Friday. John C. will update the document and send out later this week. This information is needed for the BOT retreat that is scheduled for October 12th. A time for Vice President's participation at the BOT retreat has not yet been decided. Please keep a hold on the entire day until the agenda has been confirmed.

ACTIONS

- Email responses for Senior Staff Goals to John C. if you have not yet done so (all).
- Email out Senior Staff Goals update (John C.).
- Continue to hold October 12th on your calendar for BOT meeting until agenda has been set (VPs).

Enrollment Update

Steve Hunter distributed the handout "Intro to 2009-11 Enrollment Planning (9/28)." The numbers are strong. The Strategic Enrollment group will meet this Friday and come back with a recommendation next Monday for plan for winter enrollment admission. On October 5th, it is hoped that a green light will be given to limit admissions for Winter.

Don Bantz noted that there is no major, college-wide strategic planning discussion scheduled this year. As enrollment and other strategic issues emerge, we will need to find a forum for discussion and decisions.

Mentorship Program

Allen Toothaker distributed the handout "Management Development Puzzle". The handout outlined a possible way in which to proceed with a mentorship program. This program is a more informal approach in developing the potential of Evergreen staff members. A more formal program might be considered to allow for a more open and competitive process. There was concern over transference of systems, additional workload for staff, and work across the divisions.

ACTIONS

- Share ideas with staff and discuss feedback with Vice Presidents (all).
- Provide feedback on mentorship program to Allen T. within the next two weeks (all).

Eye to the Future DTF

Don B. would like to invite some individuals to join the Eye to the Future DTF

ACTIONS

- Don B. to email VP's with charge of Eye to the Future DTF (Don B.).
- Feedback to Don B. regarding membership of Eye to the Future DTF (VPs).

Other

Exempt Staff Waivers, Winter Quarter Enrollment Discussion, and HECB Workgroups to be added to next week's agenda.