

**Senior Staff Meeting**  
**April 19, 2010**  
**Meeting Notes**

Attending: Eddy Brown, John Carmichael, Art Costantino, Lee Hoemann, Steve Hunter, John Hurley,  
Les Purce, Todd Sprague, Julie Suchanek, Ken Tabbutt, Steve Trotter, Laurel Uznanski  
Absent: Susan Harris  
Guest: Tracy Hall

**Review of minutes**

The minutes of the April 12, 2010 meeting were approved.

**Announcements**

Art Costantino announced that the Infoshoppe student organization wishes to sponsor an anarchist conference. The proposal will go through the event risk-assessment team for review.

**Faculty Governance Assignments**

Ken Tabbutt distributed a draft list of faculty governance assignments for the next academic year. He asked the group to review the list and provide additions or deletions by April 26.

Action

- Review the draft list of faculty governance assignments and provide additions or deletions to Ken Tabbutt by April 26. (All)

**Board of Trustees Agenda**

John Carmichael distributed a list of agenda items for the Board's May meeting. Materials for the mailing are due by May 3. John will add re-naming the point to the agenda.

Actions

- Get material for the May Board of Trustees meeting to John Carmichael by May 3. (All)
- Add re-naming the point to the May Board agenda. (John Carmichael)

**Legislative Update**

Julie Suchanek reported on the final legislative actions of the special session, including the revenue bill, capital and operating budgets, and Representative Dunshee's jobs bill, which will be on the November ballot and could be a source of funding for the Biomass Gasification project. Julie said that she provided a final update on Friday to a group of campus stakeholders, including faculty, student and union representatives.

**Agendas for April 21 Budget Forums**

John Carmichael shared proposed agendas for the Management Group meeting, the meeting with the Geoduck Student Union, and the Campus-Wide Budget Forum, all scheduled for Wednesday, April 21. Goals for the budget discussions include:

- sharing information about how the legislative budget affects Evergreen;
- sharing the draft proposal for adjusting college budget;
- hearing comments and questions about the above; and
- beginning to move the college's attention to planning for '11-'13.

Steve Trotter shared the draft handout for the budget discussions. The group discussed issues with the All Student e-mail distribution list. The list currently reaches a number of non-students, including students who are admitted but have not paid deposits or registered. Some "all student" messages are not intended

for or welcomed by that group. The group decided to send an announcement of the All Campus Budget Forum to the All Student Distribution List.

**Actions**

- Provide any feedback on the budget handout to Steve Trotter by the end of the day. (All)
- Send an announcement of the Campus-Wide Budget Forum to the All Student DL. (John Carmichael)

**Re-naming the Point**

Art Costantino distributed a campus e-mail summarizing work underway to re-name the point. The group working the issue recommends re-naming the point from "Squaw" point to "Bushoowah-ahlee" point. Art described the community consultation and deliberation that led to the group's recommendation. The Senior Staff discussed the remaining steps needed before forwarding a name-change application to the U.S. Board on Geographic Names. The topic will be placed on the Trustees' May agenda in anticipation of Trustee action in June.

**Olympian Engagement**

John Hurley reported that he met the publisher of the *Olympian* at a community event Friday night. The publisher expressed concern about the inhospitable treatment an *Olympian* photographer received when invited to speak to an academic program. John invited the publisher to visit campus and observe an academic program to see a more representative view of the college.

**Actions**

- Ken Tabbutt will facilitate a visit by the *Olympian* publisher. (Ken Tabbutt)

**Enrollment Update**

Steve Hunter provided the 10th day report on spring enrollment. We will report an annual average enrollment of 4,556.7 FTE. This is 383.7 above the state contract level. Last year, the college exceeded the state contract by 257 FTE. He noted that seniors make up an unusually large proportion of enrollment, suggesting that a larger-than-usual portion may graduate in June.

Steve H. also reported on enrollment activity for fall 2010. Evergreen continues to accept applications. At this point in the application cycle, the focus is on converting "admitted" students to "paid deposits." The conversion rate for first-year non-residents is currently a bit lower than usual. May 7 will be the first opportunity for new first-year students to register. Following May 7, Evergreen will consider closing applications for fall.

Steve described the work of the Enrollment Management Group, which is developing a model for examining several enrollment scenarios. The scenarios include growing, shrinking and steady state enrollment levels and possible changes in the proportion of non-resident students over time. The model assumes that tuition would increase at the historical rates currently set in statute and projects tuition revenue net of waivers. Future work includes examining whether these enrollment scenarios would require additional resources or realize savings in support areas. In addition, the Curriculum Deans are considering what implications the models would have for the curriculum planning.

Steve noted that if the college chooses to work toward a long-term enrollment growth scenario, he may recommend that we re-think the current plan to reduce over-enrollment in the short term.

**Actions**

- Les Purce will alert local community college presidents that Evergreen may close admissions earlier than usual this year. (Les Purce)

**Geoduck Student Union**

Art Costantino provided an update on work with the Geoduck Student Union (GSU). He described the group's short history and noted that they have worked to improve some of the shortcomings identified in their original constitution. Elections for next year should occur soon (between week 5 and week 8 of the quarter). He asked the Senior Staff to help make sure that students are aware of the opportunity. He said that Student Activities proposes to convene a gathering of the newly elected GSU representatives shortly after the election is certified.

Actions

- Encourage students to run for the Geoduck Student Union. (All)

**Financial Aid Update**

Tracy Hall joined the meeting to present a report on financial aid that will be shared with the Trustees at the May meeting. She reported statistics for the last full financial year (2008-2009) and highlighted policy changes that have occurred since then. She noted the new federal requirement for direct lending and increases in the Pell Grant program. She discussed the State Need Grant program and cuts to State Work Study and other state-funded programs. She also described the increased commitment to institutional aid that Evergreen made in response to tuition increases in 2009-11.