

**Senior Staff Meeting**  
**March 14, 2011**  
**Meeting Notes**

Attending: John Carmichael, Susan Harris, Lee Hoemann, Steve Hunter, John Hurley, Les Purce, Ken Tabbutt, Steve Trotter, Laurel Uznanski  
Absent: Art Costantino, Julie Garver, Nancy Murray

**Lee H. facilitated in Art C's absence.**

**Review of Minutes**

The February 28, 2011 and March 7, 2011 minutes were approved as written.

**Announcements**

The Promise Coalition Panel at TCTV is scheduled for this evening. Les P. is on the panel along with President Gerald Pumphrey, SPSCC, and others. George Le Masurier is moderating.

**Legislative Update**

The legislative update was tabled until the next scheduled Senior Staff meeting.

**Budget Planning Timeline**

Steve Trotter distributed a draft copy of Evergreen's Budget and Communications Schedule. The timeline indicates key internal, external, BOT, faculty, and broader campus community engagement, as well as identified areas of concern. Budget coordinators will be busy March 28-30<sup>th</sup> for Banner training. It was noted that we must be purposeful on the methods of communications. It is important to identify what pieces are critical to share with the Board of Trustees. The summer school tuition setting process was discussed. The goal is to fold summer tuition setting into the regular biennial budget approval. For this summer, we would propose the same rate as the current regular session full-time rate. This will allow the process of summer school tuition requests to be made at the same time that Fall-Spring rates are requested for the 2013 school year.

Decisions and Actions

- Add to General Budget and Communications Schedule: 1) Les to meet with Board of Trustees, and 2) Summer School tuition approval.
- The summer tuition rate increase will be proposed to the BOT for this summer. It will be proposed that summer rates for the ensuing biennium link summer increases with regular session charges.

**Board of Trustees Meeting**

John C. extended a thank you to those who made the trek to Tacoma for the Board of Trustees meeting. A subgroup, including student trustee Nathan Brockett, is scheduled to meet and work on the mission statement. A special meeting to approve the mission statement will be scheduled within the next month.

**Convocation Planning**

John Carmichael reviewed plans to redesign Convocation. Combining student convocation with faculty/staff convocation is in the works. The convocation will be held on the first day of new student orientation in the gymnasium. A guest speaker will be invited to deliver a keynote. This is part of a project led by Phyllis Lane and Nancy Murray to develop convening moments for the campus community.

Decisions and Actions

- Explore connecting Convocation in with the 40<sup>th</sup> anniversary (Lee H., John C., Nancy M.).

**WFSE Mediation Update**

The WFSE meeting was held until 8pm on Friday evening. Some articles have reached tentative agreements. Other issues are still being worked through. The union is hoping to have everything wrapped up by April 1, 2011. The next meeting is scheduled March 22, 2011.

**Staff Representation**

A petition has been filed with PERC for a group of exempt personnel in the student services area to unionize. A copy of the PERC petition was distributed for review. There are approximately 50 employees would be eligible based upon the notice received. A letter from PERC will be sent with directions on next steps. The question of how this affects budget planning remains.

**Climate/Threatening Communications**

The Rising Tide “Wanted” poster is again back on campus in areas such as the kiosk on red square and outside the Human Resources department. A letter was sent to Rising Tide, but we have yet to receive a response. There was a threatening phone call to various employees on campus from an individual off campus. Police Services, after investigation, determined the individual did not pose a threat. A letter from the Clean Energy Committee has been sent to Les P. It was noted that Adage has formally pulled out and will not be building the biomass plant in Mason County.

**Decisions and Actions**

- A joint letter to the community regarding civility and addressing the Rising Tide poster to be prepared (Todd S., John C., VPs and Les P.).

**Japan**

There were three Evergreen students studying in Japan during the disaster. Two have already returned, and the third student is planning to return on March 17<sup>th</sup>. There is another student in Cambodia that has not yet been heard from. Faculty member Mark Harrison is the exchange faculty at the University of Hyogo. He has been heard from and is safe. Kobe and the University of Hyogo are not near the quake center and tsunami area. Three international students have heard from their families, five others are still waiting to get word from home.

**Decisions and Actions**

- Check in with the EF academy to check on students who are affected by the earthquake and tsunami in Japan (John H.).