

Senior Staff Meeting
April 9, 2012
Meeting Notes

Attending: John Carmichael, Art Costantino, Susan Harris, Lee Hoemann, Steve Hunter, John Hurley, Nancy Murray, Les Purce, Todd Sprague, Steve Trotter, Laurel Uznanski, Michael Zimmerman
Absent: Julie Garver
Guests: Jane Wall

Review of Minutes

The April 2, 2012 minutes were approved as written.

Announcements

- A baby changing table came off the wall while a baby was on it this morning. The child is unhurt. The use of all changing tables has been restricted until all have been checked for safety.
- Gilda Sheppard has set up a website on the prisons project and just released a film as well. Les P. encouraged everyone to visit the site.
- Steve H. reminded senior staff to forward strategic enrollment research questions to him this week.

Decisions and Actions

- Forward questions related to assessment to the Strategic Enrollment Group by the end of the week (all).

Legislative Update

Jane Wall provided an update on the continuing legislative session. The House came out with another budget which includes a STEM proviso. The original proviso required that Evergreen re-allocate \$639,000 toward increasing enrollment in STEM fields. A floor amendment passed to reduce that amount to \$253,000, which is proportional to the amount in the STEM proviso for the University of Washington. The baseline that will be used to measure increased enrollment is unclear. It is important that Evergreen continue to reinforce the message that we do have science programs.

Every hour things are changing. Bellevue College will now be able to offer baccalaureate degrees, a change that bypasses the legislatively-approved process for approving expansion of the baccalaureate system. Tomorrow is the last day of special session.

Food Services Contract Process

The current food services contract expires July 2013. There will be a Request for Proposal (RFP). Sharon Goodman has identified several individuals that would be good choices for the committee. There is a hope to have an open forum in both the spring and fall. It was noted that there are fewer vendors available due to consolidation. The Board will take action June 2013.

Decisions and Actions

- Forward suggestions for potential food service contract committee members to Art C. by April 23, 2012 (all).

Composition of Group to Consider Mandatory Housing

Art C. is putting together a charge for the Mandatory Housing group, which will explore the possibility of making on-campus housing mandatory for most incoming freshman. It is not a forgone conclusion to

require on-campus housing. There would implications to revenue, food services, marketing, and facilities. Approximately 80% of incoming freshman currently start with a housing contract, declining to approximately 75% by spring. About 100 students return to housing in their second year. A recommendation from the committee could be in place prior to the food service contract, but lead time would be needed to implement.

Decisions and Actions

- Forward suggestions for potential Mandatory Housing Committee members to Art C. by April 23, 2012 (all).

Status of Orientation Fee Discussion

The committee met, looked at costs, and identified that a fee of \$250 per student could be justified. The \$311,000 generated by the fee would cover faculty salaries, a common reading, some convocation costs and new SASS position. This figure does not cover costs such as charge backs and FAD costs. The \$250 fee, while not covering all costs, is at the high-end of comparable fees at other Washington state institutions. Les has asked the group to revise the proposal, setting the fee at a lower level, below \$200 per student. The hope is for implementation of the orientation fee next fall. To do so, a proposal must be brought to the Board of Trustees at the May meeting for approval at the June meeting.

Decisions and Actions

- Wendy Endress to take the lead on the writing portion of the proposal (Art C. to communicate to Wendy E.).
- Steve T. and John H. to help identify total costs of orientation (Steve T., John H., Art C.).
- Bring proposal for orientation fee to Senior Staff by April 23, 2012 (Art C.).

Other Business

Table Top Exercise Debrief will be added to a future senior staff agenda.