

**Senior Staff Meeting  
May 20, 2013  
Meeting Notes**

Attending: Art Costantino, Julie Garver, Susan Harris, Lee Hoemann, Steve Hunter, John Hurley, Sarah Pedersen, Todd Sprague, Steve Trotter, Laurel Uznanski  
Absent: John Carmichael, Les Purce, Michael Zimmerman

**Review of Minutes**

The May 13, 2013 minutes were approved with one change.

**Additions to the Agenda**

No additions were made to the agenda

**Announcements**

- Art C. distributed a copy of "Evergreen Works", a document outlining the employability of Evergreen students. Art c. is looking into the possibility of adding this document to the webpage.
- A new Media and Community Relations Manager has been hired. Sandy Kaiser will begin on June 24, 2013. Sandy has an extensive and interesting background in community and media relations.
- Ann Mary Quarandillo has submitted her resignation as she has recently been hired at Oregon State as their new Marketing Director.

**Enrollment Update**

Steve H. distributed a copy of the enrollment update as of 5/17/13. Enrollment is looking better than expected. There is an uptick in transfers, and freshman registration is at 453 vs. 452 same time last year.

**Retreat Planning**

After discussion, the group recommended that there be separate Vice President and Senior Staff Retreats. In addition, as the focus is planned on strategic planning, it was suggested that an outside facilitator with experience and skills on strategic planning be hired to work with the groups. Senior staff offered multiple ideas on locations for both retreats.

Decisions and Actions

- Provide additional suggestions on possible facilitators and/or meeting locations to Susan H. (all).
- Identify a facilitator with a strategic planning focus to work with the Vice Presidents and Senior Staff at their upcoming retreats (John C.).

**Collective Bargaining**

Collective bargaining will occur tomorrow, Tuesday, May 21, 2013. The Federation website has provided a response to Les' recent email to the community. A job action scheduled for May 28, 2013 is noted on the Federation website. The college has requested a mediator to assist with collective bargaining.

Decisions and Actions

- Communications to be drafted: address time and leave, focus on supervisors and management concerns; and one to general audience (Laurel U., Todd S., John H., Steve T.)