

**Senior Staff Meeting
September 30, 2013
Meeting Notes**

Attending: John Carmichael, Wendy Endress, Susan Harris, Lee Hoemann, Steve Hunter, John Hurley, Nancy Murray, Todd Sprague, Laurel Uznanski, Michael Zimmerman
Absent: Julie Garver, Les Purce, Steve Trotter
Guests: Susan Bustetter, Justin McDowell, Elaine Nelson

Review of Minutes

The minutes for the September 9, 2013 meeting were approved as written.

Announcements

- Minimal storm damage has been reported from the weekend weather – a couple of leaks, fallen trees, and multiple branches down.

Web Team Update

Susan Bustetter, Justin McDowell and Elaine Nelson gave a presentation on the progress and plans for The Evergreen State College Website. Areas of focus include process, mobile and navigation.

The Plan and Timeline:

1. New campus life page (Early October 2013)
2. Implement new header on fields of study pages (Mid October 2013)
3. Convert the global header to new header (October – December 2013)
4. Begin migrating key pages into the new responsive template (October – December 2013)
5. Convert admission pages to new templates (October – December 2013)
6. Completion of all 6000 individual pages (July 2014)

Orientation

There was strong turnout to the workshops. Initially 374 students did not show to the Monday 3-5pm academic session, however the students were called and an additional 150 came in. After the calls 80-82% of the students showed for the academic sessions. There was feedback that some students didn't feel welcome after the diversity workshop session. It is unclear as to who was affected and why. Wendy E. will look into and unpack with Student Affairs and Faculty.

Senior Staff discussed the length of orientation week and agreed it should be reevaluated. Some suggestions included a four day (Saturday – Tuesday) model, with classes starting on Wednesday of the same week. Changes will have implications to the academic calendar and should be considered. It was noted that a signer should be used for upcoming convocations.

Decisions and Actions

- Group to meet to develop a proposal for a shortened orientation effectively connecting to the academic calendar. Group to potentially include Wendy E., Michael Z, Nancy M., Phyllis L., Paul P., and Nancy K. (Wendy E., Nancy M., Michael Z.)

Performance Funding

The performance funding group met last week. It would be prudent for Evergreen to identify three metrics and develop a program that would increase performance of the college. It would be proactive to identify a program that the college could readily institute if performance funding came available.

Decisions and Actions

- Senior Staff to continue discussion regarding the college's response to performance funding (all).