

**Senior Staff Meeting
October 14, 2013
Meeting Notes**

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

Review of Minutes

The minutes for the September 30, 2013 meeting were approved as written.

Announcements

- Registration continues for Return to Evergreen. Approximately 275-300 people are expected to attend.
- The planned giving seminar scheduled for October 24 is almost full.
- The Board of Trustees will hold a special meeting on Thursday, October 17 at 8:00 a.m. to discuss delegation of authority related to the sale of the Leavelle House.
- Evergreen will co-sponsor a Sustainability in Higher Education conference planned for February in Bellingham.

Accreditation

Michael Zimmerman reported that the final report from the accreditation visit was very positive, with one formal commendation for managing the decline in state support, no formal recommendations, and positive mention of the Academic Statement Initiative.

Enrollment

Steve Hunter presented preliminary 10th Day Fall Quarter enrollment figures. Based on previous years' patterns, annual average enrollment for 2013-14 is projected to be 4225 FTE.

<u>Decisions and Actions</u>

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| <ul style="list-style-type: none">• Steve Hunter will use the enrollment projection model to suggest goals for transfer student enrollment. |
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Federal Government Shutdown

The group discussed effects of the federal government shutdown. Students reliant on federal financial aid and veterans benefits have experienced some anxiety, but minimal disruption so far. Financial Aid estimates that between \$1.2 million and \$1.6 million could be required to bridge federal aid reimbursements if the shutdown extends later in the quarter. A few internships and Americorps appointments have been disrupted.

Performance Incentive Funding

John Carmichael reported on the status of the Performance Incentive Funding Task Force. The group's charge requires it to address space efficiency standards for higher education institutions. A separate workgroup will be required to address this topic. Jeanne Rynne would represent Evergreen. The charge to the task force also requires a statement about baseline public funding for public institutions. The most recent proposal would call for benchmarking state funding at the fiftieth percentile of public funding nationally. The group's charge also requires it to describe a process that would govern a performance incentive funding system. The group may recommend a process in which each institution advances performance funding proposals separately or one in which the six institutions advance joint proposals. Finally, the group is working to propose a set of performance metrics that would be used to judge the success or failure of performance funding investments. John distributed a draft set of baseline metrics. Evergreen will need to decide which of the proposed metrics it would commit to improving in the event that performance funding becomes available.

<u>Decisions and Actions</u>

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| <ul style="list-style-type: none">• John Carmichael will work with Wendy Endress and Michael Zimmerman to identify performance metrics that might be appropriate for Evergreen. |
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Strategic Planning

John Carmichael summarized recent discussions about strategic planning. The effort would be guided by a steering committee of 12 to 15 people, chaired by Michael Zimmerman. Committee members would be organized into workgroups to focus on topical areas. The final plan would address each topical area in two or three pages, describing work that Evergreen plans to do in each area and identifying additional work that would be done if additional resources become available. The composition of the group might be guided by the topical areas to be covered by the plan. John distributed a list of topics from the previous plan and from the Senior Staff retreat. The group also discussed whether to seek an outside consultant for the planning process and what role a consultant might play.

Decisions and Actions

- The President and Vice Presidents will meet to decide on the composition of the strategic planning committee and the role, if any, of a consultant

Campus Dedication Plaque

Michael Zimmerman noted that the campus dedication plaque at the Library Building entrance lists the names of several women as “Mrs. (husband’s name).” He wondered whether any correction were possible. Les noted that every building on campus has a building dedication plaque. (The building dedication plaque for the Library is at the rear entrance.)