

**Senior Staff Meeting
November 16, 2009
Meeting Notes**

Attending: Don Bantz, Eddy Brown, John Carmichael, Art Costantino, Lee Hoemann, Steve Hunter,
John Hurley, Les Purce, Todd Sprague, Julie Suchanek, Allen Toothaker, Steve Trotter

Absent: Susan Harris

Review of minutes

The minutes of the November 2 and November 9 meeting were approved with corrections.

Announcements

- John Hurley said that he had attended an informal exit conference with the auditors. There will be an item in the Management Letter about travel abroad programs, and perhaps a formal finding. Corrective actions have already been taken to address the problems found.
- Allen Toothaker reported that the Public Employee Relations Commission (PERC) will hear a case that seeks to significantly change the rules governing temporary employees in classified positions. Evergreen and several other institutions will argue that the issue has been subject to collective bargaining and that PERC should therefore not rule on the question.
- John Hurley reminded the group that the final two candidates for Associate Vice President of Human Resources will be on campus this week.
- Steve Hunter said that student nominations for graduation speaker are due by Friday.
- Steve Hunter reported that the number of applications for Winter enrollment is up compared with last year. The priority deadline for application is December 1. Steve said that unless the group wants to discuss it further before December 1, he plans to close applications on that date.

Legislative Update

- Julie Suchanek said that the Senate Higher Education Committee wants to start the session with a few work sessions focused on positive work that the baccalaureate institutions are doing. Julie suggested focusing on ways in which our students are making positive contributions to the local community. She will discuss the idea with the Center for Community Based Learning and with the Sustainability Office. Todd Sprague suggested reviewing recent issues of the alumni magazine for ideas for alumni who might be included.
- Julie noted that COP has drafted legislation to revise the Performance Agreement law. The proposed legislation would put off performance agreements to the next session and would synchronize the process with the usual budgeting cycle.
- Julie noted items on the agenda for Thursday's HEC Board meeting. The staff recommendation for the capital budget does not include the college's request for the biomass gasification facility design. Julie will testify during the public comment session.

Exempt Staff Forum

Allen Toothaker discussed the proposed agenda for the Exempt Staff Forum on November 20. The group discussed questions that might arise. Allen will distribute a revised agenda outline in advance of the forum.

Trustee meeting follow-up

The group discussed the November 11 Board meeting. The group discussed follow-up items from the public comment session. John Carmichael noted that the agenda for the January meeting will be full. Material for the January meeting will need to be mailed a few days after the New Year holiday, so preparation should begin before the Winter break.

Budget Driver Report

Steve Hunter distributed the OFM "Budget Driver" report and an analysis of enrollment trends. He noted that, although the legislature reduced budgeted enrollment levels in the baccalaureate system, all institutions have enrolled more students this year than last year.