

**Senior Staff Meeting
June 28, 2010
Meeting Notes**

Attending: John Carmichael, Art Costantino, Susan Harris, Lee Hoemann, Steve Hunter, John Hurley, Nancy Murray, Les Purce, Todd Sprague, Ken Tabbutt, Steve Trotter, Laurel Uznanski

Absent: Julie Suchanek

Guests: Aaron Powell, Amanda Walker

Review of minutes

The minutes of the June 21, 2010 meeting were approved.

Additions to the agenda

No additions were made to the agenda.

Announcements

- Ken T. announced that enrollment for summer school has fewer students, yet a higher FTE count. Students enrolled are taking more credits. Graduate and non resident students are down, while resident undergraduates are up. Headcount is 1433 and credit load is up by 13 FTE.
- Laurel U. announced that this coming payroll is the last payroll of the fiscal year. There are only two days to process. She asked that supervisors be reminded of the short turn-around time.
- Lee H. introduced Amanda Walker the new Director of Development.

Google Mail

Aaron Powell informed Senior Staff that students will be offered the option of using Gmail rather than the evergreen.edu account. Students will need to opt in to have a Gmail account. The option will only be made to students, not staff and faculty. Cost savings from use of less storage in-house and staff time will benefit the college. Cost savings will depend upon the number of students that opt in. Students will benefit by gaining additional email storage space. The opt-in option will be made available on the myevergreen.edu webpage and via a possible marketing email. Offering Gmail accounts is currently in place at UW. Other colleges and universities seem to be going this route as well. The VPs have received the presentation and are supporting the change.

Governor's Budget Process

Steve T. distributed five documents for review and discussion; "General 2013-15 Budget Schedule", "ACT001 Agency Activity Inventory by Agency; 376-The Evergreen State College", "Priorities of Government (POG) Schematic", "For Immediate Release: June 24, 2010", and "Six-Year Outlook; 2010 Supplemental Budget".

Steve T. noted that OFM will continue to use the Priorities of Government (POG) budget process as the framework for a zero base budget. Every agency will need to complete the inventory process, giving a breakdown of activities. The activity areas identified for The Evergreen State College include: 1) Agency Overhead; 2) Instruction; 3) Public Service; and 4) Research.

Looking at the six-year outlook, there shows an increase in revenues, but it is offset by the mandatory expenditure increases. There shows an estimated 3 billion shortfall for the 11-13 biennium, with an increase to an estimated 8 billion shortfall for the 13-15 biennium.

It was noted that we will have more information on how many initiatives will move forward on July 2nd and Governor's first town hall meeting will be held July 19, 2010. The momentum will start building at the beginning of the academic year. We need to align our actions with the external deadlines. A budget preview is expected from the Governor in winter (November) giving us tools to figure the actual numbers. It is known that the college at a minimum has a shortfall of \$600,000 for 2010-2011 fiscal year due to the use of one time funding used for 2009-2010.

Summer Work Plans

John C. distributed a document indicating days out for Senior Staff members. After review of the document, it was determined that July 12th would be the best day to review charges and the budget.

Decisions and Actions

- VPs, Les P. and Steve T. to review charges and discuss budget on July 12, 2010 (Les P, VPs, Steve T.).

Board of Trustees Agenda

John C. distributed a draft agenda for the upcoming BOT meeting on July 14, 2010. It was noted that the first part of the meeting will be the executive session. There is no need to attend until 2:00pm when the BOT returns to the open public meeting.

Other

It was noted that the Seattle Times ran an article regarding colleges and universities rehiring retired personnel. It was requested that we assess the number of retire/rehires we currently have employed.

Decisions and Actions

- Laurel U. to conduct and internal inventory of retire/rehires (Laurel U.).
- No Senior Staff meeting on July 6, 2010.