

**Senior Staff Meeting
September 27, 2010
Meeting Notes**

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

Review of minutes

The September 13, 2010 minutes were approved.

Announcements

- Todd S. announced that there are flyers advertising a student walkout on October 7, 2011. The flyer indicated the event will be a noon walkout with students gathering in Red Square.
- Steve H. announced that a future discussion will need to occur regarding enrollment. Currently headcount is down by 88 undergraduates and one graduate student, down 83 FTE undergraduates and up 20 FTE graduates. We currently stand with 328 graduate students and 4435 undergraduate students.
- Ken T. announced that he attended Don Bantz's investiture at Alaska Pacific University. Don sends a "hello" to all.

Submission of General Fund Reduction Plans for OFM

Steve T. distributed the following two documents; *Improving the Value of an Evergreen Education 376 The Evergreen State College Decision Package Code/Title: PL-AF 2011-13 Budget Cut Plans* and *Improving the Value of an Evergreen Education 376 The Evergreen State College Decision Package Code/Title: PL-AB Supplemental Budget Plans*. He requested suggestions for wording. He noted that some institutions are being more specific on their submittals.

Decisions and Actions

- Review budget plans and comment back to Steve T. (all).

Proposed Drug and Alcohol Policy

A proposed Drug and Alcohol Policy titled *Alcohol and Drug-Free Workplace* was emailed to Senior Staff prior to the meeting. Laurel U. indicated that the proposed policy is modeled after Western Washington State University and Eastern Washington State University policies. The previous policy for The Evergreen State College was adopted in 1993. It was noted that the banquet permit policy needs to be updated as well.

Decisions and Actions

- The Vice Presidents will review the proposed drug and alcohol policy at tomorrow's scheduled VP meeting and report back with Laurel U. (VP's and Laurel U.).

Charge to the Student Communications Technology Working Group

Art C. distributed a draft copy of *Charge to Student Communication Technologies Workgroup* for review. This charge is intended to find a way to communicate effectively. It was noted that the college should think more broadly and include not only students, but also alumni, staff, faculty, etc.

Decisions and Actions

- Please review draft Charge to Student Communication Technologies Workgroup and provide feedback to Art C. (all).

Update of CAB Opening Celebration

The first meeting for the CAB Opening Celebration occurred last week. The committee has indicated that they would like to hold the main event on November 17th. This date is the same day as both the Board of Trustee and Board of Governor's meetings. This would allow for both Boards to participate in the event. While the ceremony will be student centered, they are planning to include other groups to participate including BOT, BOG, architects, contractors, staff, faculty, legislators, etc. Students should be front and center. The anchor event which will include a ribbon cutting will be surrounded by other events before and after the 17th of November.

Decisions and Actions

- Lee H. will check with Joe Feddersen on artwork for CAB (Lee H).

Review of Orientation Week Events

Great turnout was reported for orientation week events. 530 participated in the opening event, 816 participated for the Diversity event, and 850 participated in the self care event. There were disruptions at both the opening and diversity event. A large group left at the diversity event disruption, but many returned. Art C. noted that there was electronic scanning at the mandatory events to track attendance. No complaints were received. The Queer reception experienced great attendance and the Veteran's reception went well. Art and Les both attended the break the fast hosted by Hillel on Saturday night.

It was suggested that it was time to look at how long orientation week should last. Questions on if we should consider a shortened model and if we should look at a fee for orientation to cover or offset costs were brought up. It was noted that some students could not attend brunch due to the cost.

The Biomass discussion had about 58 present. There were some individuals present that engaged in street theatre and disrupted the discussion. It was noted that we need to sharpen message – make a more careful presentation with clear terminology. Too many assumptions are being made. Keep it simple. Avoid appearing defensive.

Complaints have been received from CAB occupants regarding not having the space ready on time. Complaints on loss of revenue were made by food service providers.

Art C., John C., and Lee H. attended the Student Government retreat last weekend. All 11 representatives attended and there was good engagement. The group is interested in budget 101. They were encouraged to get involved earlier in the budget process because much of the work is done by June. It is important to educate the community on the public comment process. There is some misunderstanding as some believe that it is a time for discussion and dialog, not just comment. It was suggested that we look at a way to create time for students to discuss things/have dialog with the BOT. It was also suggested that a time for students to have dialog with the President and the Vice Presidents would be beneficial as well.

Next Year's Convocation(s)

This year's convocation was moved to the beginning of the week and was a success. Nancy M., John C. and Phyllis L. have been looking at changing the format to a single convocation with students, faculty, and staff – create a collective community. The idea of making it more academic in nature and bringing in an outside speaker is being considered. This move will have budget implications if we include a speaker, however not serving lunch and combining the two events will save money.

Decisions and Actions

- Let John C. know if you have someone from your area to join the convocation discussion by next Monday morning (all).