

Senior Staff Meeting
October 18, 2010
Meeting Notes

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

AG Services

Terry Ryan of the Attorney General's Office introduced himself to Senior Staff. He has been with the AG's Office since 1990 and has worked with Western State Hospital, Pierce College, Clover Park, the HEC Board, the Workforce Training Board, and others. He will be stepping in for Colleen Warren while she is out. Colleen will finish up the pieces that have already been directed to the AG's office. Any new requests will go through Terry.

Additions to the agenda

CAB Grand Opening was added to the agenda.

CAB Grand Opening

Art announced that the CAB Grand Opening is scheduled for November 2010. The ribbon cutting is planned for 3:30pm just outside the Market and is expected to last approximately 45 minutes. There will be tours and events hosted by groups with space in the CAB. Music will be played in a couple of lounges, the Flaming Eggplant will have a musician, and the bookstore will have giveaways. The itinerary is not yet finalized, however the poster is designed. Art indicated that they are trying to have a student emphasis with this event. Student Affairs is contacting students who had a hand in the CAB design and Facilities is providing names of contractors and architects involved in the project. Names are needed from both the President's Office (external constituents) and the Advancement Office (alumni and other groups) of individuals that would be appropriate to invite.

Decisions and Actions

- Presidents and Advancement Offices to provide names of individuals to invite to the CAB Grand Opening (John C., Lee H., Art C.).

Announcements

- Art C. distributed a copy of a sex offender campus bulletin. This is the second sex offender notification received this academic year.
- Todd Sprague announced that the Department of Commerce has awarded Evergreen a \$3.7 million grant to support the college's biomass gasification project. He noted that project implementation is contingent on results of the feasibility study now underway to determine if biomass gasification can meet the college's criteria for greenhouse gas reduction, overall emissions, sustainable fuel sourcing and other factors. If the project does not meet the college's criteria, the grant will be returned.
- Ken T. announced that the Department of Corrections terminated the two year grant funding the Sustainability Prisons Project led by Nalini Nadkarni. Academics is providing bridge funding through the end of the fiscal year to give the program a chance to look for other funding sources. The budget has been cut to a bare minimum. This funding keeps one Project Coordinator position and 2-3 graduate fellowships intact.

Fundraising Update

Amanda W. gave a fundraising update. She described work on the strategic plan for Development. The plan will be taken to the Board of Governors in November 2010. Areas of focus include the annual fund, art of living, new major gifts, existing pledges, foundation and corporate sponsorships, defined income goals, alumni engagement, and stewardship. *The Evergreen State college Foundation Quarterly Fundraising Report for Qtr 1 FYE 2011 (July 1, 2010 - Sept 30, 2010)* was distributed for review. The annual goal set for 2010-2011 is \$997,169 – this is a reach, but attainable. This number does not include academic grants. Separating out academic grants in the total goal number is a change from previous reporting and gives a more clear fundraising picture. The final numbers are not yet in for the Art of Living, however is estimated that the Foundation grossed approximately \$70,000. A question was posed about the cost per dollar raised. In 2009, it was reported that 90% of funds raised go toward programs. Comments and suggestions on the new report format included the following: add a historical comparison to the report; and provide categories to know where the money is going. It was indicated that these additions are planned for the year end report.

Board of Trustees

A listing of tentative items for the Board of Trustees Meeting on November 17, 2010 was distributed for review. John C. noted that the notes for the Board of Trustees Retreat held on Monday, October 11, 2010 are not yet complete. The Board looked at the mission statement and is focused on improving and growing rather than maintaining status quo. Duke Kuehn was the facilitator for the retreat. Anne P. will be absent for the upcoming Board meeting on November 17th and Irene G. will Chair. There will be a two hour working lunch with the Board of Governors. The focus of the working lunch will be on gaining an agreement on how the two groups will work together to support the college and set fundraising priorities. Other pieces include an update on accreditation and what grants look like. It is important to keep a sense of proportion as it is not all about fundraising. John C. will be meeting with the new Geoduck Student Union (GSU) Representative Nate Schuur tomorrow.

Decisions and Actions

- Forward BOT retreat notes to Senior Staff when available (John C.).
- Add Dashboard as future agenda item as the dashboard is to be updated for the November 17, 2010 BOT Agenda (John C.).
- Remove Fundraising Report off of the President's Report on the November 17, 2010 BOT Agenda as it will be addressed during the working lunch (John C.).
- Art C. and Ken T. to discuss who should be at the table for the retention update at the November 17, 2010 BOT meeting (Art C., Ken T.).
- Add Summer School Report to the November 17, 2010 BOT Agenda (John C., Ken T.).
- Add short Program Presentation to the November 17, 2010 BOT Agenda (John C., Ken T.).