

**Senior Staff Meeting**  
**January 24, 2011**  
**Meeting Notes**

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

**Review of Minutes**

The January 10, 2011 minutes were approved as written.

**Announcements**

- Todd S. announced that the community meeting on Biomass is being held today, January 24, 2011 for 6-8pm today. The location is Seminar II, B1105.
- Todd S. announced that Ken T., himself and others are working on a proposed op-ed piece to respond to a recent report questioning if students actually learn anything in college. This AP article was recently printed in the Olympian and was televised on the news.
- John H. announced that the first glitch with banner has surfaced. The paychecks for individuals who receive the personal holiday were figured incorrectly. Because paychecks were shorted pay, an additional smaller paycheck was distributed to affected individuals to make up the difference.
- Steve H. expects to hear from Noel Levitz this week. He indicated that both sides of the board room will be needed for Senior Staff on Monday for the presentation.

<p><u>Decisions and Actions</u></p> <ul style="list-style-type: none"><li>• Steve H. and John C. to discuss details regarding Noel Levitz presentation (Steve H., John C.)</li><li>• Steve H. to distribute Noel Levitz materials in advance, if available (Steve H.)</li></ul>
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**Legislative Update**

Very few policy bills are coming that affect higher education. The majority include larger policy bills. The focus is on the current biennium, attempting to fill the \$588 million hole. The bill passed only cut an estimated \$340 million. Some of the assumptions made may be incorrect, so the \$340 million may not be fully realized. The bill would cut \$4 million out of higher education research. While the Governor must propose a balanced budget, the Legislature does not necessarily have to pass one. Editorial boards are scheduled this Monday with the four regional presidents in Seattle and Tacoma.

The House Higher Education Committee will meet on Wednesday and the House Capital Budget Committee will meet on Thursday. John H. will testify on behalf of Evergreen on Thursday. Julie G. will be working on testimony tomorrow. Focus will be placed on acknowledgment of reform, coordinating and working together. Julie G. noted that there are a variety of bills to establish new branch campuses: Poli-Tech/Snohomish, Bellevue CC/4 yr, and Everett University Center change to a WSU branch campus.

There will be a press release from the College Promise Coalition this weekend. Todd indicated that he has helped with the messaging. Higher Ed day is scheduled for February 3<sup>rd</sup> and there are some conversations for rally days and other events.

**Retirement Incentive and Voluntary Furlough Plans**

Seven people have inquired about the Voluntary Retirement program and four have submitted applications. Individuals interested in applying must submit an application to Human Resources. HR then turns over the paperwork to Ladonna in Payroll to verify that they qualify. Ladonna then sends it back up to HR. HR then routes it to the VPs to approve or deny the request. The date of approved

retirement must be written on the request. VPs then send it back to HR who then gives a legal agreement to the individual; they then have 45 days to return to HR. Individuals have seven days to revoke the agreement after turning it in to HR. Names will be shared once reaching the VP stage. HR is currently putting together a FAQ.

The Voluntary Leave without Pay Program has had many inquiries. The FAQ is done and posted on the website. Procedures are listed online. Jennifer L. is currently working with programmers on gathering data from Banner. Steve T. would like to get a better assessment on who will take the Voluntary LWOP to get a rough accounting. This would help identify the impact on budget reductions in a timely way. There was concern that we don't want to give the impression that Senior Staff is watching who is and is not stepping up. Possibly the information can come from the Deans, Directors and Time Keepers.

<u>Decisions and Actions</u>
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| <ul style="list-style-type: none"><li>• Explore ways in which to get a rough accounting of the budget impact through the Voluntary LWOP program (Laurel).</li></ul> |
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**Mission Statement**

A copy of the draft was distributed to Senior Staff for review. The draft mission statement was presented to the Board of Trustees last Wednesday. Options discussed by Senior Staff included adding an inspirational sentence, drafting a vision statement, and removing the word "progressive." Julie G. voiced her opinion that the word "progressive" be removed from the mission statement due to perceptions in the legislative community. The BOT is providing written feedback on the mission wording. The mission statement is to be completed by March for the scheduled BOT meeting.

<u>Decisions and Actions</u>
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| <ul style="list-style-type: none"><li>• John C. to give deadline to BOT for mission statement feedback (John C.).</li></ul> |
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