

Senior Staff Meeting
October 17, 2011
Meeting Notes

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

Review of Minutes

The September 12, 2011 minutes were approved with one change. The October 10, 2011 minutes were approved as written.

Announcements

- NASPA awarded Wendy Endress with the Mid-Level Manager award and awarded The Evergreen State College with the Innovative Program Award for the Readers Project (naming of fallen service members).
- CIEL (for Innovative Environments in Learning) conference is being held on campus this Friday and Saturday.
- Suspended Operations personnel lists have not all been turned in to Laurel U.

Decisions and Actions

- Laurel U. to re-send facilities list. VP's to use this list as a template in which essential personnel should be identified for various emergency situations. Divisions to update essential personnel and forward to Laurel U. by Monday, October 24, 2011 (VPs, Laurel U.).

Travel Abroad Whistleblower Disposition

The State Auditor issued a report on the Egypt and Jordan trip taken in 2008-2009. The auditor identified concerns with pre-payment for travel services and missing receipts, although pre-payment is a common industry practice and some of the receipts are not required. The auditor also reviewed several subsequent trips and did not raise those issues for those trips, suggesting that the college's corrective actions were effective.

Student Issues

There was a student suicide on campus October 12, 2011. An announcement has been sent out. Memorial services are scheduled in Onalaska on October 22, 2011.

Mental Health and Counseling Student Survey results were forwarded to staff last Friday. This survey took a random sample of the student body as a whole and had 447 respondents. The results help us understand our population and identify issues for attention. A group of people with expertise and/or interest will be pulled together to review the results and identify next steps. Wendy Endress and Michael Sledge will join Senior Staff next week to present a broader set of survey data.

Two sex offender notifications were distributed to Senior Staff.

Senior Staff Work Plans

Senior Staff Work Plans for 2011-12 – Discussion Draft was emailed with the agenda. The document was reviewed for omissions and clarifications.

Decisions and Actions

- Add RTaLE and Recruitment/Retention to the Senior Staff Work Plans for 2011-12 (John C.).
- Revise wording around labor relations (John C.).
- Add technology fee (20 mins.) to future Senior Staff agenda (John C.).
- Additional comments for the Senior Staff Work Plans for 2011-12 to be forwarded to John C. by the end of this week (all).