

**Senior Staff Meeting**  
**March 5, 2012**  
**Meeting Notes**

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

**Review of Minutes**

The February 27, 2012 minutes were approved as written.

**Announcements**

All former Evergreen Presidents have confirmed attendance at the 40<sup>th</sup> Anniversary. Many will take part in the fishbowl seminar. Well over 100 individuals have registered for the event.

**Enrollment Update**

Copies of *The Evergreen State College: Fall Undergraduate Application Progress 2008- 2012* were distributed. Steve H. explained that we are not seeing the bump in applicants as hoped for. We are down by about 150 applications with a large drop in both resident and non-resident transfer students. This equates to about a one million dollar financial impact. It is not clear as to why the drop has occurred. Not all four-years are experiencing a similar drop. Admissions will increase attention to the transfer market and contact those with incomplete applications. The enrollment management group met last week. Possible causes include the economy, the new net price calculators, more conservative choices due to economy, greater student concern about success in the job market, and un-evenness of curriculum and graduates. It was suggested to check on other non-traditional institutions to see if they are having similar experiences.

Decisions and Actions

- Les P. to make calls to community college leaders regarding transfer issue (Les P.).
- Continue and extend current work and analyze data related to admissions (Steve H.).

**Legislative Update**

The Republican budget proposal passed in the Senate on Friday. This budget is very different than the House budget proposal. A finalized budget is unlikely by the end of session. The Governor will need to call legislators back for a special session to pass a budget or institute across the board cuts.

**Management Objectives for Classified Collective Bargaining**

The Board of Trustees meeting is on the 19<sup>th</sup> of March and the management objectives for classified collective bargaining will be presented. Laurel is pulling together the objectives and would like suggestions from Senior Staff.

Decisions and Actions

- Provide suggestions for the classified collective bargaining management objectives to Laurel U. by this Friday, March 9, 2012 (all).

**Graffiti Update**

Another wave of graffiti occurred two weeks ago. One student has been identified as participating in some but not all of the graffiti. There is concern that the graffiti has not yet been removed from all locations. It was noted that there are costs with not getting it down quickly as it looks bad to visitors and potential students and it can perpetuate more graffiti.

**Recent Public Records Release**

There was concern expressed regarding the recent release of employee information that included race, gender, ethnicity, and year of birth tied to specific employees. Some employees have expressed concern over the content and the lack of notification prior to the release. It was clear that the information must be released based upon public records laws, but the concerns are still present. It was questioned on where the data came. Do the forms that collect race and ethnicity data from employees suggest that the data will be held confidential or warn that it may be released? Public records requests such as these make employees feel they have not protection, feel vulnerable and frustrated.

**Decisions and Actions**

- Review public records policy and WAC about prior notification (John H.).
- Review datasheet wording on confidentiality (Laurel U., John H.)
- Discuss public records requests with John H. at the next VP meeting (VPs).

**Fee Policies**

John C. distributed a *Fees, Service Charges & Fines* chart. The *Draft Policy: Establishing or Changing the Amount or Purpose of a Service Charges* was emailed earlier with the agenda. John C. reviewed the documents and gave an overview of the different types of fees, service charges and fines throughout the college. Policies are in place for many fees, including mandatory student fees and S&A fees. Practices are well-established for other fees, but have not been formally set in policy. This new policy could include fees such as lost keys, records copy charges, parking fees, (not fines as those are covered in the WAC), orientation fees, interdepartmental recharges, and others.

**Decisions and Actions**

- John C. to check other institution policies related to admission fees to campus events (John C.).
- Steve T. and John C. to revise language in draft policy then forward on to the VPs (John C., Steve T., VPs).