

Senior Staff Meeting
July 22, 2013
Meeting Notes

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

Review of minutes

The minutes for July 15, 2013 were approved as written.

Announcements

John Carmichael reported that the unions' opportunity to demand to bargain impacts of the new sexual misconduct policy has passed. The new policy is now posted on the Web site. The policy refers to "responsible employees." Those employees should be notified of the policy and receive information about their responsibilities under the policy. The Vice Presidents had discussed a draft list of responsible employees and how that list would intersect with a similar list in the child abuse reporting policy.

Follow up action: John C. will check with the office of the Vice President for Student Affairs on the status of the list of responsible employees for the purposes of the new sexual misconduct policy.

Status of classified contract re-opener

Laurel Uznanski reported that she had made contact with the union's lead negotiator. The earliest possible dates for negotiation appear to be September 4- 6.

Follow-up on Maguire preliminary recommendations

Steve Hunter reported that he, Lee Hoemann and John Hurley met. They will convene a workgroup to include staff from Enrollment Services, Advancement, and Computing and Communications. Western Washington University appears to have solved issues with uploading data from the common application directly to Banner, so the group may start work by reaching out to counterparts at Western.

Follow-up action: Schedule regular updates for the Senior Staff on the follow-up to Maguire's recommendations.
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WSAC meeting: Demand and capacity in the state system

Steve Hunter reported on the part of the WSAC meeting he attended, which concerned projections for demand and capacity in the state's higher education system. The workgroup is developing a projection that assumes some success from a set of strategies designed to increase the pipeline of K-12 students bound for higher education. They were also urged to develop a baseline projection that does not assume significant changes in participation rates.

Steve Trotter shared a draft spreadsheet showing changes in enrollment between 2011-2012 and 2012-2013. The draft shows a statewide increase of 86 FTE in the four-year institutions and a decrease of 4,522 FTE in the two-year institutions. Final numbers will be adjusted to reflect actual enrollment spring quarter.

Enrollment update

Steve Hunter provided an update on fall applications and registration. Applications continue to run about 2% behind last year. Registration, which had been running ahead of projections, dipped in the past week, but some week-to-week volatility is expected. Steve continues to project an Annual Average FTE of

4,200 for next year, but that estimate may need to be revised as continuing student retention and other variables become known.

Retreat planning

John Carmichael reported that Allegra Calder from Berk and Associates will facilitate the August 13 Senior Staff retreat. A location has yet to be identified. The president's office is scheduling short phone interviews for Allegra as she begins to develop the agenda.