

Senior Staff Meeting
August 5, 2013
Meeting Notes

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

Review of Minutes

The minutes for the July 22, 2013 meeting were approved as written.

Additions to the Agenda

No additions were made to the agenda

Announcements

- Neil Bowerman will begin work in the new Labor Relations position after Labor Day.
- Question: What is the follow-up on the responsible employees list?
- Evergreen is/will be noted for several awards and/or recognitions: Sierra Cool Schools, Princeton Review, Military Friendly, and U.S. News.
- Non-represented exempt employees will get an additional \$800.00 to their September 10th paycheck.

Decisions and Actions

- John C. to email list of those identified as responsible employees to the VPs (John C., VPs).

Follow-up on Maguire Recommendations

Steve H. convened group of admissions folks to discuss Maguire visit. The group is looking at WWU as a potential model and the group is considering a site visit. Additional discussions are planned. It was noted that we need better documentation on what we are working on and what solutions are down the road.

Decisions and Actions

- Meet to continue discussion on Maguire recommendations (Todd S., Steve H., Steve T., and John C.).

Strategic Enrollment Group Update

Steve H. distributed a copy of documents distributed at the Strategic Enrollment Group meeting last Friday. We are continuing to run 2% below last year. It is expected we land at 4150 fall 2013. An increase in competitors and a shrinking pool of students is part of the reason numbers are dropping. It is suggested that there be more outreach to adult students; we bolster the EWS and PLE program descriptions and we consider reinstituting the EWS outreach position with a focus on JBLM. We need to think long term.

Decisions and Actions

- Look at feasibility of reinstating the outreach position with a focus on EWS, PLE, adult populations and JBLM and move forward with reserve request (Steve H, Wendy E.).
- Look at Brandman offerings (Michael Z.).
- Check on Tacoma Numbers (Steve H.).

Community Access to Campus Facilities

There is a publication the goes to West Olympia residents that is looking for articles. This offers an opportunity to promote the college and its' resources.

Decisions and Actions

- Develop article promoting our built up areas: farm stand, restaurants, art gallery, community garden, CRC (Todd S.).

Legislative Reporting Requirements

Julie G. emailed a copy of the 2013 legislative requirements by division.

Decisions and Actions

- Review document and pay close attention to the *'s. Please come back to the group with any questions (all).