

**Senior Staff Meeting
September 9, 2013
Meeting Notes**

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

Review of Minutes

The minutes for the August 26, 2013 meeting were approved as written.

Additions to the Agenda

No additions were made to the agenda

Announcements

- The Veterans Center Director is scheduled to start September 20th with the Veterans Center opening on September 18th.
- Dave Kohler, the New Director of Business Services has begun work. A welcome reception is scheduled for Thursday, September 12th.
- The Director of Labor Relations, Neil Bowerman started today and the new Special Assistant to the President for Tribal Government Relations starts next Monday.
- *US News* is publishing their results for the Best Colleges tomorrow. Evergreen is ranked #27 in Regional Universities (West).

Collective Bargaining Update

Negotiations with the classified union occurred on Wednesday and concluded with an agreement at 4:30pm. Current classified employees will receive a one-time payment of an equal share of 1% of the current classified salary pool.

COP Retreat Report Out

Les P., Michael Z., Julie G., and John C. attended the COP Retreat September 3rd and 4th. There were three main topics of discussion: Performance Funding, Revenue Outlook and Supplemental Session. It was noted that the revenue outlook is flat. It is expected to recover at about 1% per year, although unexpected expenses could detrimentally affect that recovery rate.

Performance Funding

John C. is representing Evergreen with regard to performance funding. Laura C. and John C. will meet soon about metrics. He indicated that it will be good to engage as funding may be tied to interests. It is expected that there will be a small number of metrics tied to it. Washington State does well on many metrics. Metrics to consider include retention and adapting to demographic shifts.

Enrollment

Admissions will be closing applications on Friday, September 13th. The college is running about 2% down – 139 fewer FTE than last year. The FTE expectation is 4154 overall, which is under the contracted number.

The initial phase of the Maguire survey of admitted students is complete and data are being analyzed. The second phase, focused on pre-admission students, starts at the end of the month. The pricing and aid study is also underway. How potential students behave with different aid models and price points will be looked at. Other things to consider include number of students we serve, cost of tuition and quality of incoming in-state students. Maguire compared Evergreen's print and web materials to competitors, including in-state, national and regional colleges and universities. There was positive feedback on the print materials. They shared a 100 page PowerPoint with John C., Steve H. and Todd S. Initial findings: work on responsiveness, work on website, and positive response on print pubs (but possibly there are too many publications). There is room for improvements, just as there is with our competitors. A written report on their findings is expected by November.

Decisions and Actions

- Todd S. to talk to web team to assess needs related to creative resources (Todd S.).
- Web Team to provide update to Senior Staff (Todd).

Other

Decisions and Actions

- Les P., VPs and Steve H. to meet regarding enrollment recovery (Susan H., Les P., VPs and Steve H.).