

**Senior Staff Meeting  
May 12, 2014  
Meeting Notes**

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

**Review of Minutes**

The May 5, 2014 minutes were approved with one change.

**Announcements**

- Student Anthony Johnson won the high jump and long jump at the Washington Open Friday, April 11<sup>th</sup>.
- Les P. attended the Billy Frank, Jr. memorial at the Squaxin Island Event Center last Sunday. Les indicated it was an extraordinary event with approximately 6,000 attending. This portion of the memorial lasted approximately four hours.

**Check in on Budget/Enrollment Suggestions Received**

Todd gave an update on the budget and enrollment suggestions that have been submitted. Not many more have been submitted. An overview was given on a school of management idea submitted.

Decisions and Actions

- Send link for budget and enrollment suggestions webpage (Todd S.).
- Incorporate responses into the Town Hall presentation (all).

**Review Enrollment Recovery Decision Package/Plans**

Steve T. reviewed a handout on draft enrollment recovery plans. The numbers indicated represent no change in tuition and salaries and are a starting point for discussion. Final materials will be sent to Steve T. A complete list of potential projects/programs to move forward with must be identified and a commitment to fund must be made. Other projects/programs to add to the recovery plan were identified as: 1) Target Stop Outs and those with some college credit; 2) Tacoma Bridge Program; 3) Potential MFA programs; and 4) List of retention efforts. Les P. indicated the importance of developing an outreach/orientation program for EF students to encourage enrollment at Evergreen. Recovery efforts have already begun with EF, CRM, purchase names, evening/weekend, JBLM, International student recruitment, and service to student s of color. Next steps include: final materials to Steve T.; refine how the numbers come together; approve expenses; and share plan with the Board of Trustees.

Decisions and Actions

- Add the following to the Enrollment Recovery Plan list: Target Stop Outs and individuals with some college credit; Tacoma Bridge Program; Potential MFA programs and list faculty and Staff retention efforts (Steve T.).
- Develop orientation program for EF student to encourage enrollment at Evergreen (Steve H.).
- Take next steps with enrollment recovery plans: final materials to Steve T.; refine how the numbers come together; approve expenses; and share plan with the Board of Trustees (all).

**Update on Applications**

Steve H. reviewed a handout on application progress. The college is currently down 9% in applicants, good news as at last report we were down by 11%. CC transfers >40 and non-resident applications are showing the largest decline.