

**Senior Staff Meeting
June 23, 2014
Meeting Notes**

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

Review of Minutes

The June 16, 2014 minutes were approved with one change.

Additions to the Agenda

OFM Budget Request was added to the agenda.

Announcements

- Emily Lardner wrote a nice guest column on the Liberal Arts for the Olympian.
- Michael Z. and Les P. attended COPLAC in Durango, Co. Issues in demographics are pervasive throughout COPLAC schools.
- The new faculty retreat was held last week.
- The first candidate for the Director of Admissions position is on campus today. An open forum is scheduled for noon today in Library 1001.

Enrollment Recovery Progress Update

The Vice Presidents have reviewed the plans to move forward with the name purchase initiative, the Veteran/Veteran Dependent Recruitment initiative and the International Student Recruitment Report. Proposals/reports for those initiatives were distributed to Senior Staff for review. The International Student Recruitment Program: Dependent on enrollment, additional resources could be made available to support the initiative. This additional funding will be evaluated in the future. Megan Daniels and Michael Clifthorne will head up the program. There was discussion including working on the communications stream, providing an orientation and/or reception, and making the EF students feel like they are part of the college/providing hospitality. The VPs still need to discuss the Hispanic outreach initiative as it is still being worked on. Improvements on marketing materials are under way. An additional 10 students will be admitted into the MPA program.

Decisions and Actions

- CRM and Name Purchase Initiative – approved by the VPs.
- EWS Special Student/Veteran/Veteran Dependent Recruitment Initiative – approved by the VPs.
- International Student Recruitment program – approved by the VPs.
- Senior Staff decided to provide additional funding to the International Student Recruitment program if the number of students increases to that level.

Summer Schedule/Happenings over the summer

- The institutes focus on recruitment/retention, community building, and communication – multicultural/cross-cultural. A handout with the institutes being offered this summer was distributed.
- The orientation for two new Board of Governor members is scheduled for July 8th.
- A welcome Reception for Amanda is July 8th at 3:30pm.
- The Board of Trustee meeting is scheduled for July 9th and July 10th. The Board will do the annual evaluation of the president and take action on the operating budget and operating request.

OFM Budget Request

Evergreen, along with other state agencies, received notification to prepare a written response to a 15% cut. The notification indicated the cut would assist the Governor in obtaining a balanced budget. A cut of this magnitude will affect direct instruction. This request is virtually identical as to what we just did. COP is working on how to respond jointly. A key piece of the response will include how access will be affected. A challenging session is expected.

Decisions and Actions

- A communication will be sent out to the campus community when the timing is right. Senior Staff to talk to your people in your divisions to keep them updated (all).