

Administrative Affairs Leadership Team Meeting

October 24, 2014

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- Amber Blakeslee has been appointed as the Interim Director of University Budget effective October 13th.
- Tentative Leadership Team retreat dates for December 2014 and March 2015 were discussed.
- Marisa and Arlene will be emailing the one-time budget request template out the week of 10/27.
- Campus strategic planning and the task force groups are in the creation process. A Data Repository web page will be created to facilitate the sharing of compiled information to the committees.
- Prep goals for the 14/15 and 15/16 years are being worked on. Arlene will schedule another meeting with the Leadership Team within the next few weeks to discuss this further as a group.
- Marisa distributed the division's yearly communication plan for review. Updates to the list are to be forwarded to her as needed.

Attendees:

Amber Blakeslee

Arlene Wynn

Carol Lorentzen

Dave Nakamura

Joyce Lopes

Lynne Soderberg

Marisa D'Arpino

Traci Ferdolage

Next Administrative Affairs Leadership Team Meeting
November 14, 2014