

**Selected Items From The Directors' Meeting
Administrative Affairs
January 7, 2008**

Attending: Carl Coffey, Dave Bugbee, Jená Burges, Greg Crawford, Tammy Curtis, Gary Krietsch, Tim Moxon, Paul Picciotta, Nancy Resnick, Phil Rouse, Carol Terry

Recorder: Betty Newman

- Jená Burges and Greg Crawford explained the accreditation procedure for WASC and how Administrative Affairs fits into the process. They distributed an Executive Summary, the HSU Outcomes Inventory, HSU Student Learning Outcomes Inventory form, WASC Theme One and the Biffs Notes – HSU WASC Preparation Kit. The site visit is scheduled for February 6-8.
- Tim Moxon gave updates on the construction projects: 1) BSS; 2) Renovation of the Kinesiology Building; 3) Nelson Hall; 4) Harry Griffith Hall.
- Paul Picciotta reported on the: 1) Asset Management and; 2) Student Implementation projects.
- Tammy Curtis distributed flyers on the first Annual Professional Development Day on Diversity scheduled for January 18 and encouraged everyone to attend.
- Phil Rouse gave updates on: 1) WASC; the CSU Quality Symposium in which he and Colby Smart will be presenters.
- Carol Terry reported that they have to rewrite the Financial Business Plan.
- Gary Krietsch announced that the University Space and Facilities Committee met. They discussed: 1) the Five-Year Plan; 2) the Housing project.