

**Selected Items From The Directors' Meeting**  
**Administrative Affairs**  
**February 20, 2012**

**(434)**

**Attending:** Burt Nordstrom, Traci Ferdolage, Lynne Soderberg, Carol Terry, Tim Moxon, Guest-Melinda Haynes Swank

**Recorder:** Melanie LaPorte

- Melinda Haynes Swank gave a report on the campus Portal Project. Go-live is scheduled for June 1<sup>st</sup> for the first portion of the project.
- Burt thanked the Directors for submitting their synergy projects. He asked the Directors to take a look at their budgets and keep him in the loop if any issues arise. He also provided a brief update on the state and campus budgets.
- Burt mentioned both the Advancement VP and Human Resources AVP searches are moving along. He also reminded the Directors that the CCAIE conference occurs over Spring Break, and asked they make sure all necessary staff are prepared.
- Traci is working on the: 1) Campus Collections Project; 2) West Gym Energy Project; and 3) Summer/Fall Projects.
- Tim gave a brief update on the earthquake last week. The only damage was a Library light. He also briefly discussed the underground tank and Theatre Arts/Marine Lab emergency generators.
- Lynne reminded the Directors of the campus-wide drill on March 22 at 10:50am. She also provided a brief update on the March 25<sup>th</sup> bike race and UPD incinerator.
- Carol mentioned a new audit begins today. She also said the auxiliary report is due to the Chancellor's Office in April.
- The next Directors' Meeting will be March 5<sup>th</sup>.

BN:ml  
3/1/12