

**Selected Items From The Directors' Meeting
Administrative Affairs
April 14, 2008**

Attending: Carl Coffey, Dave Bugbee, Tammy Curtis, Gary Krietsch, Tim Moxon, Melanie Miller, Paul Picciotta, Phil Rouse, Carol Terry

Recorder: Betty Newman

- Carl Coffey highlighted a few items from the recent CABO meeting: 1) a 10% increase for student fees has been proposed; 2) there will be no bond measures this year which translates into no Minor Capital Outlay for 2008-09 and possibly 2009-10; 3) the Integrated CSU Administrative Manual (ICSUAM – formerly SUAM) team met. They are working to get this resource on a website; 4) Jim Sowerbrower is the new Chief of Construction in the Chancellor's Office; 5) Phil Rouse was congratulated for being named as the Quality Improvement Facilitator of the Year. 6) He announced that the California Administrators/Business Officers (CABO) is meeting here at HSU in June.
- Gary Krietsch said that: 1) he discussed the Educational Services Building with the Chancellor's Office, and tried to help them understand the critical need for this project; 2) the Housing Project is making progress.
- Tim Moxon reported on: 1) the new State Fire Marshall visit; 2) an access plan that will be approved by DSA, which will expedite building projects.
- Paul Picciotta mentioned: 1) the Oracle contract; 2) that some people from San Jose State are visiting this week to give student implementation advice.
- Tammy Curtis announced that: 1) the Systemwide Inrange letters will be mailed out today; 2) the CSU Human Resources Department will have full staffing – not sure who our representative will be.
- Phil Rouse stated that: 1) four of the Auxiliaries have scheduled sessions with Carol and Budget Directors to talk about the Auxiliary budget approval process and annual processes; 2) he is working with Human Resources to hire a Trainer and hopes to be finished with the search in early May; 3) copies of the WASC Draft Report were distributed.
- Dave Bugbee said that they have received the bids and will be reviewing them for Creekview Residence Hall Exterior Painting.
- Carol is working on the: 1) Exit Audit and 2) dissemination of funds.

CC:bn
4-25-08