

Selected Items From The Directors' Meeting
Administrative Affairs
April 4, 2011

(421)

Attending: Burt Nordstrom, Dave Bugbee, Carol Terry, Tim Moxon, Tammy Curtis, Thomas Dewey, Dave Rowe

Recorder: Melanie LaPorte

- Burt reported there is no news on the budget. He reminded the Directors that Spring Preview and Big Time are this Friday and Saturday. He asked that the Directors be prepared to discuss the CSU Synergy Report and their involvement at the next meeting.
- Burt briefly discussed the new travel policy and information technology form for separating employees.
- Carol mentioned upcoming audits and that she will be involved in Connexus conference calls.
- Tom Dewey reported on the campus bomb threat and graffiti. He also provided updates on the: 1) Emergency Management Audits; 2) JackPass Increases Approved; 3) Loudspeaker Designer Visit; and 4) Building Coordinator & Evacuation Process.
- Tammy reminded the Directors of the: 1) CSURMA Training; 2) Voluntary Benefits Deadline; and 3) Staff Evaluations.
- Tim gave updates on the: 1) Summer Projects; 2) Graduation Preparation; 3) New Lead Painter; 4) State Fire Marshal; and 5) College Creek Soccer Field.
- Dave Bugbee mentioned his recent training. He also briefly discussed the: 1) Accessible Technology Initiative (ATI); 2) Campus Printing Services; and 3) Coast Guard Bay Training.
- Tammy gave updates on the: 1) CSURMA Training; 2) ADA Audit; 3) Fingerprinting Definition; 4) Pensions; 5) State Personnel Board; and 6) Form 700 Compliance.
- The next Directors Meeting will be April 18th.

BN:ml
4/10/11