

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

Attending: Carl Coffey, Phil Rouse, Carol Terry, Tim Moxon, Dave Bugbee, Tammy Curtis, Sharon Millman, Paul Picciotta, Gary Krietsch, Betty Newman

Recorder: Melanie Miller

- Carl passed out a handout from the President on proposed budget reductions. Carl mentioned that there should be no roll forwards this year. There was a brief discussion on the 2008/09 budget.
- Phil said the official WASC report will be completed near the end of April. The draft WASC report suggests the following for the Administrative Affairs area: 1. Obtain an outside budget facilitator and 2. Expand the balanced scorecard.
- Carol reminded those present that it was time for evaluations.
- Tim provided an update on the: 1. PE Project, 2. Hydrogen Fueling Station, 3. New State Fire Marshal, 4. BSS Rebate Check, 5. Graduation Preparations, and 6. CSU Solar Initiative.
- Dave announced that Humboldt County Environmental Health will be doing a walk-thru of the hazardous waste containers on campus. Tom Manoli has been in communication with those doing the walk-thru. This was based on a complaint that these materials were not being handled correctly.
- Tammy reported on the: 1. In-Range Progressions funded by both the CSUEU and Tim's area, 2. Staff Evaluations due the end of April, 3. MPP Evaluations due the end of May, and 4. Job Description updates.
- Sharon provided an update on the following projects: 1. Behavioral & Social Sciences, 2. Schatz Energy Research Center, 3. Harry Griffith Hall Capital Renewal, and 4. Student Housing.
- Gary said a positive response was received from the owners of Mill Street towards the University's offer. This will go before the Public Works Board in June.
- Paul announced the contract with Oracle is about to run out. There was discussion on going out to bid and upgrades for both Oracle and Hyperion.