

**Selected Items From The Directors' Meeting  
Administrative Affairs  
April 8, 2009**

**Attending:** Burt Nordstrom, Gary Krietsch, Tim Moxon, Dave Rowe, Carol Terry, Phil Rouse, Tammy Curtis

**Recorder:** Melanie Miller

- Burt mentioned there is no news on the budget. The May 19 elections will determine whether the budget will pass or if the legislators go back to try and balance it again.
- Burt asked the Directors to send their estimated roll-forward amounts to Carol by the end of the month.
- Tammy provided updates on the: 1) Veterans Survey; 2) Cell Phone Policy; 3) Fierce Conversations Training; and 4) Management/Supervisory Training.
- An Emergency Preparedness Audit will take place the week following graduation. An auditor from the Chancellor's Office will be on-campus.
- Burt mentioned that Vice Chancellor Ben Quillian will be on-campus next Tuesday in the afternoon.
- Phil has been working on: 1) the Cabinet for Change; 2) Preparation for the WASC Conference; and 3) Excellence in Higher Education mapping in Human Resources. He also reminded the Directors they can provide feedback/comments to the Cabinet for Institutional Change via their website.
- Tim briefly discussed the status of construction funding and projects on-campus.
- Carol continues to work on the Finance 9.0 upgrade. The new one-page requisition is currently being tested.
- Dave Rowe and the Administrative Information Services (AIS) Department are working on putting support standards into place for the unit, in order to increase efficiency.
- Gary provided updates on the: 1) Capital Outlay Program; 2) SFDB; 3) Library Commons & Internet Café Project; and 4) Presentation to Vice Chancellor Ben Quillian.