

**Selected Items From The Directors' Meeting
Administrative Affairs
May 11, 2009**

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

Recorder: Melanie Miller

- The meeting began at 8:30am with Randi Darnall Burke briefing the group on the Cabinet for Institutional Change. One subcommittee of the group would like to have at least one staff member from Administrative Affairs to be involved.
- Burt mentioned the format for graduation has changed this year.
- Burt reported there are no updates on the budget. It all hinges upon the election May 19.
- Burt announced the President has made Bob Snyder the permanent Academic Vice President and Provost.
- Carol said Finance 9.0 went live last week. She has also been preparing for upcoming audits and discussions on the budget book.
- Dave Rowe said they survived the Finance 9.0 go-live. He also mentioned there are interviews today for the AIS Lead Tech position.
- Tim reported that General Obligation bond funds were unfrozen and are refunding projects. His staff is preparing for graduation this coming weekend.
- Tammy commented on graduation workers. She also provided an update on the electronic absence management program. Fierce Conversations training will be on-campus again in May and August.
- Staff evaluations are due the end of May. MPP evaluations are due in June.
- Dave Bugbee reported on the: 1) Visits by OSHA and the State Fire Marshal; 2) Upcoming visit from the State Radiological Department; and 3) Summer student trip to Mexico.
- Phil has been working with the Cabinet for Institutional Change and surveying committee chairs across campus.