

**Selected Items From The Directors' Meeting  
Administrative Affairs  
June 15, 2009**

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

**Recorder:** Melanie Miller

- Burt provided CSU updates from his recent CABO meeting. The budget situation and how to handle it is still being discussed.
- Burt briefly discussed upcoming campus audits. The Chancellor's Office asked that the appropriate Vice President attend any audit exit conferences.
- Carol mentioned the KPMG auditors are on-campus. The Emergency Preparedness auditor is currently off-campus, but will be returning.
- Dave Rowe provided updates on the: 1) SFDB; 2) Computer Auditing/Inventory Software; 3) ITS Network upgrades in July; and 4) New antivirus software for the campus. He also passed around a "Web Support Strategy" document for the Directors' review. It was requested that he email the Directors an electronic copy.
- Tammy mentioned the union meetings that have occurred on-campus regarding the budget issues. She also provided an update on the Fierce Conversations Training and upcoming dates.
- Dave Bugbee's area continues to be busy with year-end closing.
- Phil Rouse is back from jury duty. Phil continues to work on: 1) WASC and Cabinet for Institutional Change reports; 2) Updating student payroll vouchers; and 3) the Excellence in Higher Education program.
- Burt will be gone June 19-25. He asked the Directors' to be on-call for a Directors' Meeting when he returns.
- The Directors' Meeting for June 22 has been cancelled.

BN:mm  
6/15/09