

**Selected Items From The Directors' Meeting
Administrative Affairs
June 9, 2008**

Attending: Carl Coffey, Dave Bugbee, Tammy Curtis, Melinda Haynes Swank, Gary Krietsch, Melanie Miller, Sharon Millman, Tim Moxon, Phil Rouse, Dave Rowe

Recorder: Betty Newman

- Carl: 1) distributed a copy of “Cost Allocations/Recoveries Operating Philosophy” from East Bay campus. He announced that: 2) CABO (Chief Administrators & Business Officers) will be meeting at the Humboldt Bay Aquatic Center Tuesday and Wednesday (6/10 & 11); we still don’t have a report from Fish & Game on the paint spill.
- Dave Rowe presented a blackberry solution to cell phones. He distributed information and explained how e–mail and calendars can be synced to the computer in our offices when we are away from the campus.
- Phil Rouse talked about: 1) “Excellence in Higher Education” training and how it affects the campus; 2) the QI presentation that he, Colby and Dave will be giving at the CABO meeting at the Humboldt Bay Aquatic Center; 3) a Service order to HP for hardware.
- Tim announced that he attended another energy meeting and that Len Pettis from the Chancellor’s Office will be briefing CABO attendees regarding the results.
- Gary is working on: 1) closing escrow for the Mill Street House; 2) he distributed a handout on earthquake preparedness.
- Sharon reported that the Schatz project proposals are due at the end of June.
- Melinda gave the status of the Student Proejct.
- Tammy talked about the 20th Century Data Warehouse”. It would replace SERS – 20/10 for the 20th Century data. Will be going live June 2010.
- Dave Bugbee has a meeting with Edge to see about extending the current contract.