

**Selected Items From The Directors' Meeting**  
**Administrative Affairs**  
**September 21, 2009**

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

**Recorder:** Melanie Miller

- Burt reported on the: 1) Campus Committee Reductions; 2) Space for larger classrooms; 3) Natural History Museum; 4) Parking Study; and 5) Library Internet Café Grand Opening.
- Burt asked for updates on the following audits: FISMA, Emergency Preparedness, Physical Education Construction Project and Off-Campus Activities.
- Gary is working on the: 1) Five-Year Capital Renewal Program; 2) Educational Services Building Project; 3) Schatz Energy Research Center; and 4) College Creek Student Housing Address.
- Carol briefly discussed the Common Financial Systems processes and an upcoming conference call.
- David Rowe is serving on the search committee for the Institutional Research position. He is also working on the Electronic Plan Room and with the AIS Group.
- Tammy provided updates on the: 1) Bollards; 2) Open Enrollment for Benefits; and 3) Unit 6 Discussions.
- Dave mentioned the H1N1 flu has hit campus and the EOC has activated to Level 1.