

# Administrative Affairs Leadership Team Meeting

Friday, January 29, 2016

(482)

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8:00am – 9:00am

SBS 345

- 1) The notes from the January 15 Leadership Team Meeting were approved.
- 2) Strategic Budgeting – The group discussed the Hedgehog principle – What can each unit be best at? Amber commented that it is important to focus on what is within our control. What is the Institution's Hedgehog? Discussed impacted academic programs. Funding limited, if not unavailable, for facilities expansion.
- 3) Strategic Plan Blueprint – Each VP is working on recasting their corresponding Strategic Plan Goal and objectives while connecting to WASC priorities. Executive Leadership Team creates urgent priorities. Create a stop-doing list. Once priorities are determined, assign tasks.

Another training with Lisa C. will be scheduled in order to receive coaching on assigning tasks based on objectives.

Joyce identified four Outcomes:

- Budget Model
- Reallocated Base
- New Revenue
- Maintaining and Sustaining

- 4) Round Table – Traci announced that new Facilities website is active. Customer Service Form is online and will accept a work order from anyone.

**In attendance:**

Amber Blakeslee  
Dave Nakamura  
Donn Peterson  
Joyce Lopes  
Michael Burghart  
Michelle Anderson  
Patricia Ambrosini  
Sandy Wieckowski  
Sylvia Shively  
Traci Ferdolage