

10:00 am – 11:30 am
Goodwin Forum

- 1) Joyce reviewed the Fall 2015 student demographics.

Ethnicity	Headcount	%
American Indian	94	1.1%
African American	273	3.2%
Hispanic/Latino	2723	32.2%
Asian American	292	3.5%
Pacific Islander	15	0.2%
Two or more race	540	6.4%
White	3798	45.0%
Unknown	577	6.8%
Nonresident Alie	132	1.6%
Total	8444	100.0%

Joyce asked the Managers to help the students succeed and to feel welcome.

- 2) Jessica Pettitt on Social Justice

We make judgements and assumptions to feel safe and prepared. It's what we do with those judgements and assumptions that is important. "Write a story anticipating edits."

Become familiar with how you respond to a conversation. Jessica presented three responses: Heady – "Why? What?", Hearty-"How?", and Action- "Do!"/Verbs

Jessica reviewed the pros and cons of each response. Each person must decide what they want to keep, edit, or change.

Be responsible for how you show up to the conversation.

Elements of promoting social justice:

- Start a Conversation
- Focus on Community Building
- Information Seeking

Joyce will send Notice Notes to managers.

- 3) Joyce reviewed the four goals of the Strategic Plan:
1. Prepare students to be socially and environmentally responsible leaders in a diverse and globalized world. – Assigned to Provost
 2. Foster meaningful relationships across differences, including diverse cultural communities, identities, and competencies. – Assigned to Peg
 3. Strengthen partnership with local communities. – Assigned to Craig
 4. Serve as effective stewards of the natural and built environment and the University's financial resources with a focus on sustainability. –Assigned to Joyce

Joyce asked all of the managers to focus on all areas of the Strategic Plan within units. Align department goals to Strategic Plan.

- 4) PHIRE- A PHIRE is the form President Rossbacher is utilizing for problem solving.
- Presenting Problem/Issue (What?)**
 - History (What?)**
 - Implications/Options (Why?)**
 - Recommendation (How?)**
 - Execution Steps (Who? By When?)**

Next Quarterly Administrative Affairs Manager's Meeting
Wednesday, December 9
10:00 am – 11:30 am
Goodwin Forum

In attendance:

Amber Blakeslee
Anthony Baker
Brian Mitchell
Carol Lorenzten
Dave Nakamura
Donn Peterson
Ed Goodeyon
John Packer
Joyce Lopes
Marisa D'Arpino
Michelle Anderson
Mike Fisher
Paul Vrabel
Randy Davis
Sabrina Zink
Sandra Harpe
Sandy Wieckowski
Stephanie Steffen
Tawny Fleming
Traci Ferdolage
Travis Fleming
Vince O'Conner
Willie Bence
Zach Shelton

Guests:
Jessica Pettitt