

NOTES FROM PRESIDENT'S CABINET

November 10, 2008

Members present: Dr. Ed Brewster, Ms. Diane Carter, Ms. Laurie Clary,
Mr. Keith Foster, Mr. Dave Halverstadt, Ms. Kathee Katainen,
Mr. Leon Lead, Ms. Sandy Lloyd, Dr. Gary Murrell,
Dr. Arlene Torgerson, Mr. Shane Voss

Absent: Mr. Mark Holm, Mr. George Johnson

Others Present: Ms. Sandy Zelasko

I. Classified Staff Concerns and Issues (Ms. Kathee Katainen)

None

II. Faculty Concerns and Issues (Ms. Diane Carter, Dr. Gary Murrell)

Ms. Carter asked how advisors are to advise students about alternative classes if they don't know how the classes are being restructured. Ms. Clary responded that the alternative class syllabi is on the web.

III. President's Report (Dr. Ed Brewster)

Dr. Brewster reported the recent presidents' meeting focused on the fact that the state budget does not look positive for the next biennium. After the next state budget forecast is revealed November 19, forums will be held inviting employees to discuss the budget, present ideas for addressing budget cuts, etc. Mr. Foster added that approximately \$285,000 of cuts has been identified to date. It is expected that figure will increase after the November 19 forecast.

IV. ASGHC Concerns and Issues (Mr. Shane Voss)

Mr. Voss announced the student government sponsored spaghetti feed will be December 6th in the HUB. Casa Mia is catering the event. Proceeds will go to the Union Gospel Mission and the Friendship House.

V. Vice President for Instruction (Ms. Laurie Clary)

In the Winter Schedule, classes are identified as follows:

- W = WAOL probably offered in Angel
- H = Hybrid offered in Angel or Blackboard
- H5 = Offered through other formats

If a class is identified as H5, the student should meet with their instructor to learn which product is being utilized. Blackboard will be replaced with Angel as of June 30, 2009. Orientation for students and faculty will be available on-line.

There is information for students available in the Learning Center.

- VI. Vice President for Student Services (Dr. Arlene Torgerson)
Colleges are being encouraged to form intervention teams to learn how to intervene in situations before they become a crisis. Dr. Torgerson said she, Ms. Melissa Barnes and Mr. Tony Simone attended intervention training and will serve as the core team.

Grays Harbor County students attending classes on campus have had the opportunity to secure passes to ride the local transit system. That opportunity is now available for Pacific County students as well.

- VII. Vice President for Administrative Services (Mr. Keith Foster)
Mr. Foster reported capital projects could be affected because of the state's bonding capacity. It could impact our pending projects.

- VIII. Chief, Information Technology (Ms. Sandy Lloyd)
None

- IX. Chief, Human Resources (Mr. Dave Halverstadt)
Mr. Halverstadt reported the college is spending \$3,000 a year on envelopes and pay advices. \$1,500 of that is for postage. It is possible for employees to access the college web site and review their pay history, leave balances, etc. He proposed eliminating pay advices beginning in January or February.

- X. Director, Off-Campus Continuing Education (Mr. Leon Lead)
Mr. Lead reported the first organic gardening class was offered at Riverview last spring quarter. He is hoping to offer a one-year program called Sustainable Gardening both on the Riverview campus and the main campus. A surplus greenhouse has been located which would enhance the program. Horticulture classes are also being considered.

There is a possibility grant writing classes will be offered at Riverview.

He met with the coordinator of the Grays Harbor/Pacific County Census Bureau and learned part-time employment may be available to our students.