

## NOTES FROM PRESIDENT'S CABINET

May 11, 2009

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

Absent: Ms. Kathee Katainen

Others Present: Ms. Sandy Zelasko

I. Faculty Issues and Concerns (Ms. Diane Carter, Dr. Gary Murrell)  
None

II. Classified Staff Issues and Concerns (Mr. Matt Crollard, Ms. Kathee Katainen,  
Ms. Gail Winkelman)  
None

III. Student Issues and Concerns (Mr. Shane Voss)

1. Student Voice Academy – Mr. Voss reported he and other student leaders attended the Student Voice Academy which is a state-wide group of community and technical college student leaders who prioritize student issues to be presented to the legislature. Five priorities were chosen including GHC's presentation regarding cutting textbook costs. Ms. Lloyd noted that several companies are offering electronic textbooks. She is concerned about the possibility of students printing books in the labs and increasing printing costs.

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

1. Operating Budget – Our budget cut amounts to 10.8% of our operating budget. System-side it is 8.6%. Another revenue forecast will be announced in June and September. Depending on the outcome, further reductions may be necessary. Dr. Brewster added it is not expected that there will be further cuts to any major programs or full-time positions.
2. Enrollment – Spring Quarter enrollment is up 20% from last year.
3. Capital Budget – The SMART Building project is still included to receive design funds. All pre-design projects were omitted, including the HUB replacement building. It will remain on the list to be submitted to the Legislature in the 2011-13 session.

- V. Vice President for Instruction (Ms. Laurie Clary)  
None
- VI. Vice President for Student Services (Dr. Arlene Torgerson)  
1. OP 515 – Running Start Fee Waiver – Dr. Torgerson distributed copies of a new Operational Policy for consideration. She explained in the past Running Start students paid student fees. Last Winter Quarter that ruling was reversed and those fees were refunded. This past legislative session reinstated the fees but required that waivers be available. OP 515 makes fee waivers available for low income Running Start students. There were no concerns from cabinet members. The proposed policy will be presented to the Board of Trustees for adoption at their May meeting.
- VII. Vice President for Administrative Services (Mr. Keith Foster)  
1. Capital Projects:  
a. The Child Care Center bid came in \$156,000 below the bid estimate. Because several parking spots will be eliminated during construction of the building, faculty and staff were asked to volunteer to move to the upper or lower lots. That change will become effective May 18.  
b. The bid for phase two of the 700 Building remodel came in \$254,000 lower than the bid estimate.
- VIII. Chief, Information Technology (Ms. Sandy Lloyd)  
None
- IX. Chief, Human Resources (Mr. Dave Halverstadt)  
None
- X. Director, Off-Campus Continuing Education (Mr. Leon Lead)  
Mr. Lead reported on the following “happenings” at Riverview:
- Installation of a greenhouse project is in process. It will serve the WSU Master Gardener’s classes.
  - A large storage room is being renovated to become a classroom.
  - A class titled “Formula for Success” was offered to assist people in enhancing and marketing their businesses.
  - Twenty-two high school students attended a web based entrepreneurship class.
  - There is a plan to offer an ITV workshop in conjunction with the EDC at Riverview and the Columbia Center.
  - There was a good turn out at the Running Start meeting at Riverview.
  - There is interest in offering a CNA course at Riverview this summer.