



Senior Leadership Team Summary Notes  
September 9, 2009

Members Present: Gena Proulx, Dave Agazzi, Dwayne Cable, Joyce Coleman, Dennis Haynes, Betsy Oudenhoven and Ryan Smith

AGENDA ITEM	DISCUSSION	OUTCOME
<b><u>Administrative Services</u></b>	<p><i>State capital funds</i>---Discussion of the allocation of state capital funds was held by SLT.</p> <p><i>CDB agreement</i>---Received verbal authorization to proceed with master plan portion affected, with the understanding that the college would be reimbursed at a later time as money becomes available for the project.</p> <p><i>Farm lease agreement</i>—Agreement for farming the property at north campus was discussed.</p> <p><i>Sustainability membership</i>---SLT discussed the membership of the sustainability committee.</p> <p><i>Part-time coordinator position request from sustainability committee</i>---SLT was apprised of the request by the sustainability committee for a part-time coordinator position.</p>	<p>Recommendation was for a cost analysis on expansion of the gym and additional parking lots if funds permit.</p> <p>Information</p> <p>Presented for approval to the Trustees' at the October 13, 2009 Board meeting.</p> <p>Information</p> <p>D. Agazzi will gather information from our peer colleges regarding this position at their colleges and report back to SLT.</p>

	<p><i>Purchasing staffing</i>---Staffing in the purchasing department was discussed.</p> <p><i>Bookstore future</i>---A discussion of how on-line books might affect the bookstore took place.</p>	<p>J. Mitchell will be putting together a proposal on staffing for the purchasing department.</p> <p>Information</p>
<b><u>Academic Affairs</u></b>	<p><i>Culinary arts freezers</i>---D. Haynes indicated that there were two freezers in the culinary arts department that were not working.</p>	<p>This matter should be reported to dean and then moved on to vice president with dean recommendation and then presented to SLT for consideration.</p>
<b><u>Miscellaneous</u></b>	<p><i>Annual calendar of events</i>---The need for an annual calendar of events was discussed. The use of our current scheduler, use of outlook calendar and events on the web were current options available.</p>	<p>Further research will be done to see how to best accomplish this request and the area responsible for the calendar maintenance. R. Smith will research the matter further.</p>