

Selected Items From The Directors' Meeting  
Administrative Affairs  
May 14, 2007

**Attending:** Carl Coffey, Dave Bugbee, Tammy Curtis, Tim Moxon, Gary Krietsch, Carol Terry, Phil Rouse, Paul Picciotta

**Recorder:** Susan Dodson

- Carl Coffey reported on the commencement ceremonies this weekend.
- Phil Rouse gave a Balanced Scorecard update.
- Gary Krietsch reported on the Campus Apartments acquisition and the BSS Building furniture installation.
- Tim Moxon discussed the BSS Building and the PE Building.
- Dave Bugbee gave an update on the removal of the Harpst Street houses, and the Aquatic Center dock.
- Tammy Curtis discussed upcoming Conflict of Interest training. The training will be web-based. Tammy also reminded Directors that performance evaluations are due the end of May.
- Paul Picciotta reported on the upcoming PeopleSoft HR upgrade. Paul also reported on Document Management Imaging. Vendors will be on campus in June.
- Carol Terry gave a Business Services year end update. Employees are encouraged to get their purchase orders for 2006/07 completed sooner rather than later.