

Minutes
Approved
PRESIDENT'S COUNCIL
October 29, 2003

PRESENT:

President F. Ann Millner
Vice President Norm Tarbox
Interim Provost Kathleen Lukken
Vice President Anand K. Dyal-Chand
Vice President Vicki Gorrell
CIO Don Gardner
Forrest Crawford
JoAnne Robinson

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| Minutes | 1. The meeting convened at 8:00 a.m. |
| Consent Calendar | 2. The minutes from the October 15, 2003, meeting were approved. |
| Operating Budget Request | 3. There were no Consent Calendar items. |
| Diversity Conference Follow-Up | 4. President's Council reviewed the proposed budget request submitted to the State Board of Regents from the Office of the Commissioner. |
| Coalition for Utah's Future/Envision Utah Meeting | 5. Forrest Crawford reported on the success of the diversity conference. This was WSU's best attended and most successful diversity conference. |
| 2003-04 Goals | 6. Coalition for Utah's Future requested that someone from Weber State University attend their November 20 th meeting to talk about our transportation plans for the future. Vice President Tarbox agreed to attend. |
| Planning Initiatives Follow-up | 7. President's Council reviewed the 2003-2004 goals as revised based on the work of the Planning Council. President Millner suggested that an issues meeting be scheduled for further discussion. |
| Board of Trustees | 8. President Millner indicated that she had discussed planning initiatives with Dean's Council and would be talking to PSAC and CSAC. |
| Expert Source Directory | 9. President's Council reviewed the agenda for the November Board of Trustees meeting. A series of college visits will be scheduled beginning in January. |
| | 10. VP Gorrell reported that University Relations would be re-introducing an expert guide for use by the media. President's Council discussed the process for developing the pool of experts. |

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| Lighting and Signage Experiments | 11. | VP Tarbox advised President's Council that a model of different lighting fixture had been installed on campus near the A-1 parking lot. He asked President's Council to look at the fixture and provide feedback. There is also a sign outside of the Stores and Receiving office that meets the standards the university would like to pursue in terms of maintenance and durability. | | | | | | | | | | | | | | | | |
| Administrative Services - Management of Food, Gifts, Etc. | 12. | VP Tarbox reviewed the process that is used in Administrative Services for P-Card purchases. A transaction log is mandatory for all purchases. | | | | | | | | | | | | | | | | |
| WSU Discretionary Funds Report | 13. | VP Tarbox discussed the Discretionary Funds Report that will be presented to the Board of Trustees in November. | | | | | | | | | | | | | | | | |
| WSU Institutional Residence Report | 14. | VP Tarbox reviewed the institutional residence report that will be presented to the Board of Trustees. | | | | | | | | | | | | | | | | |
| Data Standards - Punctuation | 15. | Don Gardner outlined an issue the ATAC group had been unable to resolve regarding the Banner conversion and whether or not punctuation should be included in addresses. Information will be collected to identify the volume and type of mailings currently going out. | | | | | | | | | | | | | | | | |
| Medical Benefits Survey | 16. | VP Tarbox encouraged President's Council to take the medical benefits survey. | | | | | | | | | | | | | | | | |
| Next Meetings | 17. | The next meetings of President's Council will be as follows:

<table border="0" style="margin-left: 20px;"><tr><td>Nov 19</td><td>7:30 - 9:00 am</td><td>Business</td><td>Board Room</td></tr><tr><td>Nov 26</td><td>8:00 - 11:30 am</td><td>Business</td><td>Board Room</td></tr><tr><td>Dec 3</td><td>8:00 - 11:30 am</td><td>Business</td><td>Board Room</td></tr><tr><td>Dec 10</td><td>9:00 - 11:30 am</td><td>Business</td><td>Board Room</td></tr></table> | Nov 19 | 7:30 - 9:00 am | Business | Board Room | Nov 26 | 8:00 - 11:30 am | Business | Board Room | Dec 3 | 8:00 - 11:30 am | Business | Board Room | Dec 10 | 9:00 - 11:30 am | Business | Board Room |
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| Dec 10 | 9:00 - 11:30 am | Business | Board Room | | | | | | | | | | | | | | | |
| Adjourn | 18. | The meeting adjourned at 10:10 a.m. | | | | | | | | | | | | | | | | |