College Senior Staff (CSS) Discussion Outline  
December 19, 2012

- Opening Remarks from President Wallerstein  
- Officially Charges CSS with Five Key Elements  
  - To examine the College’s administrative structures and practices in light of the Strategic Plan,  
  - To harmonize those structures and practices with that plan,  
  - To engage the best efforts and the best thinking of everyone on your staff,  
  - To meet routinely and to make recommendations regarding these and other matters to me and to the Cabinet, and  
  - To convey to everyone you work with, advise, teach, mentor, or otherwise encounter, how proud we are of them, and how proud we are of this College.

- Introductions by College Senior Staff Representation  
- Discussion on Strategic Plan  
- Remarks by Co-Chairs; COS Mary Gorman and Dean Birdsell  
  - Description of the CSS  
  - CSS Objectives and Goals  
    o Cross-Unit Teams  
      ▪ Example: Business Managers  
      ▪ Proposed: Communications and Marketing  
      ▪ Proposed: Graduate Admissions  
      ▪ Proposed: Advisement  
    o What can we do for Staff? (Ideas from CSS)  
      ▪ Staff Recognition (Employee of the Month)  
      ▪ Junior-Level Cross-Unit Projects under CSS  
      ▪ Opportunity to Present to Cabinet  
      ▪ Staff Training  
    o Staff Training at all Levels  
      ▪ Service-Learning  
      ▪ Analytics  
    o Wider-Communication on Campus  
- Solicitation to Further Ideas on Discussion (send to Co-Chairs)  
- Discussion of All-Hands on Meeting  
- Meeting Closed at 3:10PM