DIRECTORS' MEETING AGENDA
Minutes
August 20, 2009

SUMMARY

ATTENDEES: Cissy Petty, Robbie Reed, Ben Hartley, Roberta Kaskel, Alicia Bourque, Michael Giorlando, Tracie Donnell

ABSENT: Chris Cameron

Correction to the minutes of August 6, 2009:
Welcome Back the Pack was rescheduled FROM September 15, not to September 15. The new date is September 21.

LEARNING COMMUNITIES
Roberta reports that the LC Facebook pages will be up tonight, and final rosters are coming during the week. Cissy wants a standard definition of what a LC is on each page. Directors are to communicate with Roberta if issues arise with a facilitator that is in their department. Robbie and Craig will coordinate the process that will include facilitators in the mid-year warning notices. Times for the picnic were reviewed and adjusted.

LAGNIAPPE 4
LABOR DAY
WOLPACK WELCOME
Robbie will send out the draft of the Welcome Weekend schedule. Per Cissy, staff expectations for Lagniappe, WPW, and Labor Day are to be clear by August 24. A draft of the Labor Day weekend activities is due from Robbie to Cissy on August 24.

ONE LOYOLA
Robbie presented a concept draft of what programs might be produced for the space. Directors are to bring to the meeting on September 3 feedback from staff on ideas for programming.
WOLFPACK WELLNESS/OPEN HOUSE

On September 10, A&W will hold a campus wide wellness expo in the St. Charles room, with various vendors and departments (UCC, SDS) represented. An open house at the USC will be held on September 11 for new faculty and staff.

USC IMPROVEMENTS

Coach reported that many improvements have been made to the USC in response to client feedback and maintenance issues.

STUDENTVOICE

A committee is being formed to make sure that there is follow through on assessments. Alicia asked for volunteers: Craig, David, Tamara, Tiffany, and Roberta are on the list to serve. Each director is to get their assessment ideas to Alicia by August 24. Cissy wants a solid plan by the end of September.

H1N1 UPDATE

Alicia is meeting regularly with a special committee to think through “what if” scenarios. Plans are moving forward for the seasonal vaccines; Alicia is trying to have Loyola designated an H1N1 POD site. Craig will make sure an information sheet is distributed to students in their welcome pack. Ben is joining the H1N1 committee to coordinate the responsibilities of food service.

OTHER

Roberta reports that staff access to SIS is being restricted to a minimum; training for a new system, Web Focus, is being coordinated by Kathy Gros. Directors are to think who might need training on Web Focus and give names to Roberta.

Cissy is to meet with Robbie, Roberta, Alicia regarding SACS.