

**Subject: Administrative Opportunity Assessment**  
**Submitter: Patricia K Ostreim, Adm Assistant/Lsd Hsg, Finance and Administration**

**Message:**

This summer, Augsburg College employed the services of Cadre Advisors to review the administrative functions of the college for appropriate systems and financial efficiencies. With significant input from key stakeholders, Cadre suggested areas for improvement within the operations of the college's administrative functions. The college is moving forward on implementing some of these recommendations.

- Energy management will be incorporated within the facilities maintenance function.
- Project management responsibilities will transfer to David Draus, Facilities and Risk Management Director. The Facilities Manager, Peter Chaput's position, has been eliminated. Peter is in the process of deciding what opportunities to pursue based on a number of options discussed with him. We thank Peter for his dedicated years of service to Augsburg and wish him the best in his new pursuits. He will continue working with us until about October 15.
- Custodial Services and Maintenance Management will be split into two separate functions, providing service to the campus. As a result of this change, Craig Phillips has decided to return to the maintenance line operations as an operator.
- The college is currently seeking to fill two newly defined positions: Maintenance Manager and Custodial Services Manager.
- A new work order system will be identified and implemented allowing greater efficiency in distributing work and tracking results.
- A preventative maintenance program will be developed and implemented that will enhance equipment operations of the college's facilities.
- Training opportunities for maintenance line staff will be developed to enhance their skills to perform certain tasks, reducing reliance for outside vendor services.
- A new strategic sourcing function at the college to take advantage of potential cost savings will be created.

If you have questions, please feel free to contact Kevin Myren, CFO/Vice President – Finance and Administration, at 1027.

**Subject: Opening Convocation - WEC and Graduate Programs**  
**Submitter: Barbara Edwards Farley, Vice President of Academic Affairs and Dean of the College, Academic Affairs**

**Message:** Beginning this fall Augsburg will hold a second Opening Convocation on Saturday, September 8th, to celebrate the beginning of the academic year for students in Weekend College, United/Unity/Mercy Hospitals program, and Graduate programs.

The schedule on Saturday, September 8:

There will be open seating in the Chapel. We will not have an academic procession due to time constraints.

Please note there will be a modified class schedule for this Saturday:

Morning Class Sessions: 8:00-11:45 a.m. (MAL and MSW) and 8:30-11:45 a.m. (Weekend College, MAE, and MBA)

Opening Convocation (Hoversten Chapel) followed by All-Campus Picnic (Quadrangle): 12 p.m.

Afternoon Class Sessions: 1:15-5:00 p.m. (MAL and MSW) and 1:30-4:45 p.m. (Weekend College, MAE, and MBA)

I hope you can join me in welcoming our students this Saturday!

Barbara Edwards Farley  
Vice President of Academic Affairs and Dean of the College

**Subject: Stephen Geffre to give artist talk this Friday!**  
**Submitter: Kerry Morgan, Coordinator of Galleries and Exhibits, Art**

**Message:** All are welcome to attend the first artist talk of this academic year as Augsburg's own Stephen Geffre discusses his fine art photographs featured in "Bridges and Canoes." Stephen's talk begins at 1:30 p.m. in the Christensen Center Art Gallery. Refreshments will be served.

**Subject: Come to the Welcome Back Theatre Meeting**  
**Submitter: Molly Budke, Student**

**Message:** The Augsburg Theatre Arts Department will be hosting their beginning of the year meeting Thursday September 6 at 3:10 in the Tjornhom-Nelson Theatre. Located in the Foss Center, adjacent to the chapel.

All those interested in being involved in Theatre Department Productions are welcome to attend. This meeting is a wonderful opportunity to meet the theatre faculty, guest artists and fellow theatre students. Refreshments will be served.

Please note Fine Arts Scholarship (formerly the Performing Arts Scholarship) recipients are required to attend.

**Subject: We Can Help Farmers in Southeastern Minnesota!**  
**Submitter: Mary Laurel True, Associate Director, Center for Service Work and Learning**

**Message:** As you know, many organic and sustainable farmers and their communities in Southeastern Minnesota and Wisconsin have been severely affected by last month's flooding. Here are some ways for you to help!

1. GO OUT TO EAT this Saturday September 8th for ONE BIG NIGHT OUT! Many wonderful restaurants including Birchwood Cafe, Corner Table, Muffuletta on the Park, Lucia's, Heartland, Craftsman, Brassa, Spoon River, Signature Cafe (go to [www.slowfoodmn.org](http://www.slowfoodmn.org) for a complete listing) will be donating a portion of that evening's proceeds to help the FLOOD RELIEF efforts for our SE Minnesota farmer's and their communities. ONE BIG NIGHT OUT donations will go directly to Winona Chapter of the Red Cross or Sow the Seeds Fund.
2. BID ON SUPER COOL STUFF on Slow Food Minnesota's online Auction, [www.slowfoodmn.org](http://www.slowfoodmn.org). Bidding starts at 1 pm today! Items for bid include in-home chef dinners, special meals at participating restaurants (you can bid on a year of seasonal dinners at the Birchwood!), chef cooking classes, gift cards, all things food and entertainment!
3. Buy Peace Coffee "Sow the Seeds" Blend, for sale at Birchwood Cafe and at all the local Co-ops or at [www.Peacecoffee.com](http://www.Peacecoffee.com) \$2 of every pound sold will go directly toward Flood Relief.