

Cabinet Minutes
Tuesday, April 2, 2013
9:00 a.m.
President's Office Conference Room

Cabinet was called to order by Provost Rugg at 9:00 a.m. President Turner was traveling to Oklahoma City for meetings.

Members present were: Dr. Bill Rugg, Mr. Tim Foutch, Dr. Laura Boren, Mr. Ben Hardcastle, Mr. David Koehn

Members absent were: Dr. Steve Turner

ESL Operation-Critical Implementation: Provost Rugg discussed operations of the current program as well as proposed changes for future programming. The group discussed future operational needs and where the program should be housed in future. With the next group of students arriving in early May, programming needs will be defined and finalized soon. The Cabinet approved "taking over" the operation of ESL on May 1, 2013 and assigning the day-to-day operations of it to Continuing Education. Two instructors will be hired prior to the arrival of new students on May 6.

International Trip Update: Provost Rugg updated the group on his International trip during March. Within a three week period he visited three countries, ten cities, and eight universities. These visits produced conversations of interest in international collaboration for NSU. Also, visits with Vietnam and Taiwan produced valuable conversation for new international collaborative opportunities.

Proposed 2013-14 Holiday Schedule: Mr. Foutch continued discussions of the proposed 2013-14 Holiday schedule. At the conclusion of these discussions, the proposed schedule was approved by Cabinet members. The final schedule will be made available from Human Resources in the near future.

Capital Project Update: Mr. Foutch reported that all projects are progressing as planned. See below for a detailed list of activities.

Multi Purpose Event Center

- . Structural steel erection is 90% complete
- . Mezzanine deck concrete pours have begun
- . Precast riser installation complete
- . Roof contractor installing insulation and roof sub layer material
- . Interior wall construction has begun
- . Plumber and Mechanical subcontractors are installing northwest half rough in elements
- . Exterior precast panels to begin the week 04/01/13
- . Building scheduled to be dried in week of 04/15/13

Fitness Center Renovation

- . Final building revision documents and budget projection being developed

Low Vision Clinic

- . Project bids scheduled to be released by April 11, 2013

Wyly Housing Project

- . Project has been placed on hold pending consideration for a concurrent resolution

Green and White Room renovation

- . Structural bids are \$1000.00 over original projection
- . Remaining bids will contain alternates to ensure overall project budget is maintained

Occupational Therapy Build Out

- . Architect is developing contract documents
- . Project scope and assessment underway

Campus Master Plan Update: Mr. Foutch informed the group that the next scheduled visit for the Campus Master Plan consultants will be April 25 & 26, 2013. This visit will consist of open forums for the campus, students, and the community. The tentative agenda will be distributed to Cabinet members in the next few days as meetings are being planned. The focus of this visit will be to promote ideas collected throughout the process. Communication during this phase is critical to move forward into the refinement phase. Information will be made available as plans are finalized and can be found on the Campus Master Plan website.

Digital Monitors Around Campus: Mr. Hardcastle began conversations regarding the digital monitors placed around campus. The group discussed the need for these monitors to provide clear and concise communication. The group also discussed the need to establish an assessment team. This team would be tasked with providing relevant information to determine best practices for these monitors. More information will be provided when available.

Announcements:

Provost Rugg announced that the bus service being provided to students is a huge success. Several international students are taking advantage of this pilot program and are grateful for the service. Provost Rugg commended efforts of Mr. Ken Rivas and his team of the work being done to coordinate this program.

Provost Rugg announced that as of April 1, 2013, Dr. Eloy Chavez will become Dean of the College of Extended Learning. He thanked Dr. Jenlink for her role as Interim Dean since the program began. Continuing Education will report to the College of Extended Learning.

No Cabinet meeting on April 9th due to absence of majority of Cabinet members. Next meeting will be on April 16, 2013.

The meeting was adjourned at 11:00 a.m.

Respectfully submitted,

Robin Hutchins