

Cabinet Minutes
Tuesday, January 15, 2013
9:00 a.m.
A110

Cabinet was called to order by President Turner at 9:00 a.m.

Members present were: Dr. Steve Turner, Dr. William Rugg, Mr. Tim Foutch, Dr. Laura Boren, Mr. Jerry Cook, and Mr. David Koehn,

Members not present were: None

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

Administration Building Roof Replacement

- . Punch list items underway

UC Market Café Remodel

- . Punch list items underway

Multi Purpose Event Center

- . Steel delivery scheduled to begin 01/14/13
- . 30,000 square feet of parking lot paving pours complete
- . New primary electric service installed
- . Concrete light pole bases underway
- . Finish grading underway

Fitness Center Renovation

- . Final programming phase being reviewed

Low Vision Clinic

- . Programming and specification development in final phases
- . Project bids scheduled to be released by March 2013

Wyly Housing Project

- . Final Programming and Design meeting scheduled with Ambling for 01/30/13

Green and White Room renovation

- . Programming and design meetings complete
- . Structural bid documents and interior materials selections color board being prepared
- . Bid document development to begin upon funding availability

Condrey & Assoc. Compensation Study (Review of Final Report): Dr. Martha Albin and the Compensation and Classification Study Committee presented the final report of the study. Dr. Albin reported that one year ago an RFP was sent out, a company was selected, and the study began. Dr. Albin commended all university staff on their efforts to participate in the study process. A tremendous amount of data was reviewed to determine the outcome of this study. The goal of this study was to develop and maintain guidelines which establish a Classification and Compensation system for use in decision making related to recruitment and hiring of new employees and retention of qualified existing employees at all levels. The guidelines will result in fair and equitable evaluation of positions, work expectations and employment decisions. The committee reported that Condrey and Associates performed as expected and the salary survey was representative of the group studied. After discussing the final report, President Turner asked if there were any questions and if all were in favor of accepting the report. There were no questions and all approved to accept the study to use as a guide to move forward. Committee members were thanked for their service and time spent on this important task. Cabinet will utilize the data collected in the study as we move forward.

FY2014 Funding for CEL and CRIP: Discussions have been ongoing for funding needs of both the CEL and CRIP programs. Both programs have been operational for two years. President Turner requested Provost Rugg and VP Koehn to assess and recommend needs for CEL and provide a program update and projection for CRIP prior to FY14 budget negotiations.

Employee Personal Meals not in Travel Status: Mr. Koehn began discussions regarding meals paid by university credit card while not in "travel" status. Policies are in place but may need to be revisited. Mr. Koehn will report back to group on findings and future discussions will determine needs and policies will be updated if needed through the Policy Committee process.

Shared Title IX Investigator: Mr. Koehn reported that it has been requested by another Regional university that the schools share a Title IX Investigator position. After discussing university needs, it was determined that NSU would continue with an in-house only representative.

Higher ED Day: Mr. Cook reported that February 12, 2013 is Higher ED Day for RUSO institutions. NSU will provide staff, faculty and student representatives to visit with legislators at the capitol on higher education topics.

International Housing: Dr. Rugg discussed basic needs of international students while living in university housing. Cabinet members agreed that there is a need for enhanced basic housing needs that will be addressed for future guests.

Storage of MOU/Agreements: Cabinet members are discussing the need for a central storage of all MOU's/agreements/contracts in one location. Mr. Foutch reported that past/current practice has been that all were to be processed through the Vice President for Operations area. Each Cabinet member will determine what MOU's/agreements/contracts fall under their respective areas and discussions will continue to determine best process and storage practices.

Announcements:

None

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

Respectfully submitted,

Robin Hutchins