

CABINET NOTES

September 11, 2012

Capital Projects Update: Tim Foutch stated that projects are progressing well. Parking Lot project will be completed in three phases. Phase 1 (Leoser) is complete, Phase 2 (Crafton) is going well, and Phase 3 (North Leoser) is scheduled to begin this week with the project scheduled to be completed in approximately four weeks. Library Grant A & F project should be completed by end of September 2012. Administration Roof will have a slight deviation of phases due to findings of decking needs. Project work is progressing as planned and the end result will be a well designed roof. Event Center concrete work has begun with the court area poured. The steel portion of the project has been rebid, however, it is expected that work should begin in November. Mr. Foutch will check on status of day-by-day progress video. Market Café project is progressing with slight delay of roof install. Completion of project is expected by Fall Break. Fitness Center Pool project will begin next Monday. Once deck work completed, other scheduled work will begin. At this time, the re-open date is still unknown. Other maintenance projects in progress are: Library air handling unit parts being replaced, campus sidewalk and clean up by Gazebo for possible sight of faculty memorial, UC elevator parts are being replaced but units are in need of complete overhaul. Every effort will be made to keep at least one working at all times, university large tent is being repaired and will take a few weeks to complete. Small tents are available for use. (See detailed list of capital project below).

Salary Increases: Discussions regarding qualifications to receive raise include any full-time employee on payroll as of September 1, 2011 with a favorable evaluation on file in Human Resources. Directors will need to submit documentation on any employee without an evaluation on file to HR as soon as possible. A list of eligible employees will be provided to each VP to include full-time employees on payroll as of midnight August 31, 2011 by department. Increase will be based on salary of original position for those in Interim positions. Employees that moved into new positions since September 1 will receive the increase providing they applied for and were moved into the new position will be eligible. Employees that received salary adjustments or promotions may not be eligible.

Compensation/Reclassification Survey Update: Condrey and Associates will be on campus October 15-17 to meet with Cabinet and others to submit findings and report results of survey. This information will be utilized in future budgets and will not change 2012-2013 budgets.

Committees: Dr. Bahr provided a list to Cabinet members for review in a previous meeting. Cabinet members provided names for vacancies when needed. The Council for Student Improvement committee will continue this year and will be reviewed for needs next year. Cabinet members will not be included as committee members as much as possible. It was decided to continue with the Animal Science Committee due to possible animal study needs. The committee lists were completed and submitted to the President's Office for notification. Notification letters are expected to be sent out by end of September or early October to members.

Flat Screen Monitors Across Campus: President Turner has received concerns regarding current programming. Jerry Cook explained that the programming is driven by Cisco software by zone. It was decided that College Deans will help provide feedback on future programming needs for their respective areas.

Veteran's Day Activities: Jerry Cook is working on programming with Student Affairs assistance. The Day's activities will be provided.

OSRHE REP Conference: All Cabinet members are scheduled to attend the September 27th conference in Oklahoma City.

Broken Arrow Information Forum: This forum will be held on the BA campus on September 24th and will be designed to assist employees on organizational chart and get feedback on any transitional needs. Leadership roles will be defined by introducing key people as well as introducing Dr. Rugg to the group.

NSU Facilities Management Project Update for Week of 09/10/2012

Administration Building Roof Replacement

- . Phase 2 tear off and unit replacement underway
- . Phase 1 roof units back in place, duct work hook ups underway
- . Phase 3 – (President and VP Bus & Fin) will begin 09/17/12

UC Market Café Remodel

- . Building dried in
- . Window frames installation complete
- . Glass to be installed the week of 09/10/12
- . Roof installation rejected due to pour application

Press Box Remodel

- . VCT flooring install complete
- . Remainder of project is on hold until after the season is complete

Multi Purpose Event Center

- . Playing court concrete slab pour complete
- . Elevator pit and grease trap excavation underway
- . Steel erection re-bid underway

Library Grant A & F

- . Paint in progress for both areas
- . Ceiling grid to begin 09/14/12
- . Project completion projected for 09/28/12

Fitness Center Pool Deck Repair

- . Pool deck repair to begin week of 09/17/12

Parking Phase 2 and 3

- . Phase 2 (Crafton Street) excavation is underway
- . Phase 3 (North Leoser) lot is scheduled for closing 09/12/12, appropriate parties have been notified