

**Executive Council Minutes**  
**Tuesday, November 27, 2012**  
**9:00 a.m.**  
**A110**

Executive Council 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, Mr. David Koehn, Mr. Alex Khromov, Dr. Peggy Glenn, Mr. Ron Cambiano, Dr. Denise Deason Toyne, Mr. Tony Duckworth

Members not present were: Matt Ozturk

**Capital Project Update-** Tim Foutch reported the following:

Administration Building Roof Replacement

- Metal gutter, soffit panels, and metal wall panel installation punch list underway
- HVAC control contractor on site completing install of control system
- Pitch and gravel coating delayed until 12/03/12. Building occupants will notice a definite odor during this process. This material does not pose a health or safety hazard.

UC Market Café Remodel

- Punch list items under review
- Passed Health Department inspection 11/26/12
- Fire Marshal inspection scheduled 11/28/12 at 2:00
- Soft opening scheduled for 11/29/12

Multi Purpose Event Center

- Steel delivery scheduled to begin mid December
- Building dock concrete walls scheduled to begin 11/27/12
- Parking area curb and gutter scheduled to begin 11/28/12

Library Grant A & F

- Light switch adds are underway

Fitness Center Pool Deck Repair

- Deck concrete complete
- Drain pipe install scheduled for completion week of 11/26/12

Parking Phase 2 and 3

- Phase 2 (Crafton Street) TPWA set the electrical panel 11/26/12
- Light poles will be burning by 11/30/12
- Phase 3 (North Leoser) Curb and gutter forms are being set for first concrete pour

**Proposed changes to Academic Service Fees-** Dr. Rugg presented the following as proposals from the colleges:

- Enrollment Management-Other Special Fee-Clarification of application fee (currently \$25) requesting a one time fee. Approved by Cabinet
- College of Extended Learning-Testing/Clinical-New Prior Learning Assessment Fee. Currently no fee, requesting a one time fee of \$100. Tabled for further discussion
- Education-(operating in a deficit, seeking ways to break even)
  - Special Instruction Fee-Reduce to provide funding in other fee area (currently \$1.07, reduce to .45)
  - Facility and Equipment Fee-Increase (currently .29, increase to \$1.10)

- Classroom/Laboratory Supplies Fee-New (.35)
- Other Special Fee-Increase (\$5.10)  
-All approved by Cabinet
- Library-Facility and Equipment Fee-New (.50) Moved to mandatory fee review in Spring
- Liberal Arts-(total increase of \$4.50 to be applied to all L.A. courses)
  - Special Instruction Fee-Increase (currently .75, increase to \$1.50)
  - Facility and Equipment Fee-Increase (currently .90, increase to \$1.30)
  - Classroom/Laboratory Fee-Increase (currently \$1.35, increase to \$1.70)  
-Approved by Cabinet
- Science and Health Professions-(for Occupational Therapy Program only)
  - Special Instruction Fee-Increase (currently \$35.00, increase to \$75.00)  
-Approved by Cabinet
- Business and Technology-No fee change
- Optometry-No fee change

**ISDC (Indigenous Scholarship Development Center)**-Ron Cambiano reported the grand opening for the center will be in the spring. Laura Boren offered Student Affairs to assist in co-hosting the opening.

**Recruitment/Retention**-Dr. Turner reminded the group to stay focused on recruitment and retention. He referred to the email he sent out to the campus community on November 16.

**Round Table-**

**Emerald Ball-** December 8, tickets are still available.

**Mark Wayne Mullins** will be holding Town Hall meetings on two dates at NSU. December 4 in the Webb Auditorium and December 5 at NSU-Muskogee Auditorium.

**Executive Director of Enrollment Management** position has been posted. Interviews will begin in January.

**Late Night Breakfast** will be on December 10 from 9pm-11pm.

**Snowflake Skate-** Students skate date is December 4, 7:30pm – 9:30 pm.

**MLK Day of Service**-January 21, 2013. We are still gathering requests from Tahlequah Public Schools. All faculty and staff are encouraged to help.

**Athletics Trivia Night-** January 19, 7:30 pm in the UC Ballroom

**NSU Food Pantry-** Student Affairs is working to create a NSU Pantry at both Tahlequah & Broken Arrow Campuses.

**Spring Opening Meeting**-will be on January 7 at 9am

**Executive Director of Library Services-** in interview stage.