

Executive Council Minute Notes
Tuesday, September 25, 2012
9:00 a.m.
A110

Executive Council was called to order by President Turner at 9:00 am.

Members present were:

Dr. Steve Turner, President
Dr. William Rugg, Provost & Vice President for Academic Affairs
Dr. Laura Boren, Vice President for Student Affairs
Mr. David Koehn, Vice President for Business & Finance
Mr. Tim Foutch, Vice President for Operations
Dr. Denise Deason-Toyne, Faculty Council President
Dr. Peggy Glenn, Director of NSU Foundation
Mr. Tony Duckworth, Director of Athletics
Dr. Ron Cambiano, Special Assistant to the President
Mr. Alex Khramov, Staff Council Chair
Guests: Dr. Janet Bahr, Academic Affairs
Dr. Pam Fly, Academic Affairs

Cabinet reviewed and approved, with changes, the cabinet notes from September 4.

2013-14 Academic Calendar: Discussion of the official Academic Calendar for 2013-14 was initiated by Dr. Boren and Dr. Fly. Feedback was received from extended cabinet members as the discussion progressed. The following was decided:

Summer 2013 – Begin – June 3, 2013
End – July 25, 2013
Fall 2013 - Begin – August 19 (M)
End – December 13 (F)
New Faculty Orientation – August 13
Opening Meeting – August 14
Community/Collaboration Day for Faculty – following Opening Meeting on August 14
University Strategies/Connections – August 15 & 16
Advising – August 15 & 16
Labor Day – September 2
Fall Break – October 17-18
Thanksgiving – November 27-29
Spring 2014 - Begin – January 13 (M)
End – May 9 (F)
Spring Meeting & Faculty Professional Development – January 9
Advising – January 10
Martin Luther King Day of Service – January 20
Spring Break – March 15-23

Dr. Fly will update the Academic Calendar form with complete dates and distribute to the Cabinet for final approval. She and Dr. Boren will work on updating the 5 year calendar based on the schedule pattern approved for 2013-14.

It was suggested to have a professional development day in the summer for staff so that all could attend as the beginning of the semester is a very busy time for campus offices. The summer schedule was built with classes four days a week (M-Th). The Executive Council approved a flex schedule for summer in which offices will be open five days a week (M-F) from 8-5. Employees can schedule their work time for four days (M-Th) or (T-F) with 10 hour days or five days (M-F) with 8 hour days or a combination of work hours and leave to account for a 40 hour week. This is to be worked out with the supervisor. Dr. Albin, Director of Human Resources will provide an email to all employees in the future.

Capital Project Update: Mr. Foutch gave an update on major campus capital projects. See detail list of projects below.

Cabinet was reminded that the Master Planning group would be on campus October 8, 9 and 10, with meetings scheduled with campus personnel as well as community forums.

An individual in Broken Arrow has spoken to Mr. Foutch regarding a contribution for placing art work on the Broken Arrow campus. Discussions will continue to make sure beautification efforts are complementary and enhance our plans at NSUBA.

Homecoming: A homecoming brochure was distributed and the main homecoming events were discussed. A preliminary discussion regarding homecoming 2013 took place. No firm date was determined at this time.

Investiture: The Investiture Ceremony for President Turner will be October 4th during homecoming week, at 1:30 pm in the Center for Performing Arts. Julienne Mann is coordinating the event and Jerry Cook is meeting with various groups regarding program details.

Retention: President Turner reminded all of us that retention is critical to our future. President Turner indicated that he had been asked several times this past week about a stipend. It is too early to make that determination. NSU is undergoing an audit and the auditors will be finishing later this week.

Feedback:

Faculty rep: Faculty need as much advanced notice and description of events and opportunities as possible.

Staff rep: Expressed positive feedback regarding a separate staff development day during the summer.

Student rep: Appreciated the update on Capital projects and was excited about the Student Success Center.

Respectfully submitted,

Janet Bahr

NSU Facilities Management Project update for week of 09/24/2012

Administration Building Roof Replacement

- . Roof units are back in place for Phase 1 and 2 and operational
- . Phase 3 – (President and VP Bus & Fin) roof is in place, HVAC drops ordered and scheduled for install week of 10/01/12
- . Roof and plumbing drains on going

UC Market Café Remodel

- . Building dried in
- . Kitchen equipment install in progress
- . Interior finishes in progress
- . Roof installation rejected due to pour application
- . Masonry exterior 40% complete

Multi Purpose Event Center

- . Playing court concrete slab pour complete
- . Elevator pit and grease trap excavation underway
- . Steel erection re-bid underway
- . Phase 2 slab pour scheduled for the week of 09/24/12
- . North Street is re opened

Library Grant A & F

- . Paint in progress for both areas
- . Ceiling grid installed
- . Ceiling tile install, final HVAC connections, and door install scheduled to be complete the week of 09/24/12
- . Millwork install ongoing
- . Project completion projected for 09/28/12

Fitness Center Pool Deck Repair

- . Pool deck demolition complete
- . Replacement deck and rebar install scheduled week of 09/24/12

Parking Phase 2 and 3

- . Phase 2 (Crafton Street) excavation is underway
- . Phase 3 (North Leoser) lot demolition is underway