

Cabinet Minutes
Tuesday, April 22, 2014
9:00 a.m.
President's Office Conference Room

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

Members present were: Dr. Steve Turner, Mr. David Koehn, Dr. Pam Fly, Dr. Laura Boren, Mr. Ben Hardcastle, and Ms. Patti Buhl.

Members absent were: None

Review of Policy on Contracts Administration: Mr. Koehn provided a draft policy and routing form for processing and storing contracts and agreements. After discussions, it was decided that an additional statement regarding a preplanning process will be added. Mr. Koehn will update the policy and will bring it back to Cabinet for final review and approval.

OTRS Employee Contributions: Mr. Koehn discussed possible scenarios regarding how employee contributions are handled through payroll processes. After discussions, the group agreed to continue to pursue possibilities. Mr. Koehn will prepare documents and bring back to cabinet.

Wilson Hall Selection Committee: Ms. Buhl updated the group on the group that will work with Operations to select the architect for Phase I of this project. More information will be made available as it becomes available.

Risk Management Training: Ms. Buhl updated the group on plans to bring state Risk Management staff to campus for training in the near future. Information will be made available as plans are finalized.

New Student Housing Ground Breaking: Ms. Buhl updated the group on plans for the May 2nd Ground Breaking. Communications & Marketing will provide information as it is finalized.

Seminary Hall 125th Anniversary: Mr. Hardcastle updated the group of requests for minimal staff coverage in department offices in order for staff to attend. The group agreed and Communications and Marketing will provide information as needed.

White Paper-Express Employment Professionals "College May Not Be For Everyone-The Hard Truth about Higher Education": President Turner provided the group with a copy of the paper and discussed how this may affect Higher Education.

Enrollment Report: Dr. Boren updated the group on fall enrollment numbers. All students are now able to enroll and efforts continue to encourage current students to enroll prior to the end of the spring semester. New student admissions as well as financial aid awards are up as compared to this same time last year.

Announcements:

The meeting was adjourned at 11:30 a.m.

Respectfully submitted,
Robin Hutchins