

Cabinet Minutes
October 16, 2012

Cabinet was called to order by Provost Rugg at 9:00 am. Members present were:

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

Members not present were: Dr. Steve Turner and Mr. Jerry Cook. Both were attending out-of-state/town meetings respectively.

Capital Project Update: Mr. Foutch reported that all projects are progressing as planned. The Event Center project is going well with utility lines complete, storm water drain is working well as proven by recent rains, slab pour will be complete soon, and steel is to be delivered in early November and should be standing in early-mid December. Parking lot projects are progressing as planned with North Leoser demo today with pouring complete next week. Crafton Street will be poured today. Library Grant offices are in their final stages and should be complete in a couple of weeks. Pool Decking will have concrete poured today and is progressing as planned. Administration Building Roof project is nearing completion. Flashing work will be completed today. Market Café will have some portions open after fall break. Mr. Foutch advised the group of a slab leak in Seminary Suites. Crews are working to located and fix as soon as possible. The UC has a boiler unit down causing the need to use paper products until fixed. The part will be in today and will be fixed as soon as possible.

Campus Master Plan Visit Update: Mr. Foutch informed the group that approximately 135-145 people were involved in the initial kickoff meetings held Oct 8-10, 2012. Future meetings are being planned for January 2013. A website platform is being implemented to give access to all that want to get involved in this important process.

Open Pathway (HLC Replacement): Dr. Rugg explained to the group discussions that have been underway recently on the decision regarding which system will replace HLC. He asked the group for past discussion feedback and recommendations. Cabinet members in attendance deferred the decision to Dr. Rugg based on his expertise.

Strategic Enrollment Plan: Dr. Boren updated the group on the October 2012 report. A copy of the report will be forwarded to Cabinet members for review. Discussions will continue giving all members time to review.

Classification/Compensation Study Report: Dr. Martha Albin and Mr. Steve Condrey with Condrey & Associates addressed the group to discuss the findings and recommendations of the classification/compensation study. Mr. Condrey reported that approximately 40% of university staff employees were interviewed in order to collect data for the classification portion of the study. He also provided a list of respondents for the salary study. Findings for these were discussed and recommendations have been made for review by Cabinet. Department heads are now reviewing a number of descriptions. Any changes are to be returned to Human Resources by November 1, 2012 for final corrections. The company will also work with Human Resources to update the current evaluation process and forms.

Respectfully submitted,

Robin Hutchins