

Cabinet Minute Notes
Tuesday, October 2, 2012
9:00 a.m.
A110

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 meetings.

Cabinet reviewed and approved, with changes, the cabinet notes from September 11 and 25.

Dr. Rugg reviewed details of the Investiture to be held on October 4th.

Capital Project Update: Mr. Foutch reported that all projects are progressing as planned. See below for detailed list of activities.

Campus Master Plan Visit Schedule: Mr. Foutch reviewed details of the upcoming visit from the consultants to be held on October 8-10, 2012. A detailed schedule of meetings was distributed. This kickoff schedule will serve to explain the process.

Summer 2013 Hours/Work Schedule: Mr. Foutch reviewed past summer hours practices. Dr. Albin developed a draft plan that was reviewed by cabinet. Mr. Foutch will make edits and distribute for further review.

FY14 Budget Needs: Mr. Koehn handed out a budget needs document for discussion. The group discussed the various components that included mandatory costs as well as other prioritized needs. Further discussions will determine what items will be submitted on the final document.

Homecoming Update: Dr. Boren reviewed upcoming Homecoming events.

Respectfully submitted,

Robin Hutchins

NSU Facilities Management Project update for week of 10/01/2012

Administration Building Roof Replacement

. Phase 3 – (President and VP Bus & Fin) roof is complete, HVAC drops scheduled for install 10/02/12 and operational 10/03/12

- . Phase 4 roof is underway and roof drains are scheduled for completion 10/05/12

UC Market Café Remodel

- . Tile installation to begin 10/02/12
- . Millwork on site and will be installed as tile is completed
- . Roof installation rejected due to pour application, repairs underway
- . Masonry exterior 80% complete

Multi Purpose Event Center

- . Elevator pits are installed and scheduled to be poured 10/03/12
- . North slab pour complete 10/01/12
- . Light fixture VE approved and released 10/01/12

Library Grant A & F

- . Millwork and carpet install complete
- . Punch list items being addressed
- . Furniture for first floor project delivered
- . Project completion projected for 10/05/12

Fitness Center Pool Deck Repair

- . Pool deck demolition complete
- . Replacement deck and rebar install scheduled week of 10/01/12
- . Pool bowl determined to have multiple leaks, repairs being evaluated

Parking Phase 2 and 3

- . Phase 2 (Crafton Street) excavation is complete
- . Curb and guttering to be complete 10/03/12
- . Paving pour for north half of lot scheduled for 10/05/12
- . Phase 3 (North Leoser) lot demolition scheduled for completion 10/05/12
- . Storm drainage and grading to begin 10/08/12

Second Century Square Awning

- . Canopy base install 10/02/12
- . Steel and Canopy install 10/03/12
- . Project completion expected 10/04/12