

Executive Council Minutes
Tuesday, December 3, 2013
9:00 a.m.
A110

Executive Council was called to order by Mr. Koehn at 9:00 a.m.

Members present were: Mr. David Koehn, Dr. Pam Fly, Mr. Tim Foutch, Dr. Laura Boren, Mr. Ben Hardcastle, Dr. Ron Cambaino, Mr. Tony Duckworth, Ms. Peggy Glenn, and Mr. Jon Asbill

Members absent were: Dr. Turner, Dr. Cheryl Van Den Handel, and Mr. Thomas Teague

Academic Calendar for AY 2014-15: Dr. Fly informed the group that no changes were requested for fall break. She will finalize the calendar, present it to Dr. Turner for approval, then forward to the Chancellor's office.

Commencement Update: Dr. Fly updated the group on efforts that are ongoing for preparing for commencement. She reported that the speakers are in-line and scripts have been drafted. She then reviewed all of the logistics of the event. A walk through has been set for 10:00 a.m. on Friday in the Event Center.

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

Multi Purpose Event Center

- . Community Center
- . Upper window install complete
- . Interior frame walls complete, gyp assembly underway
- . MEP rough in scheduled for completion this week
- . Restroom tile scheduled to begin week of 12/09/13

Fitness Center Renovation

- . Bids received for site work and demolition are under review
- . Award letters expected 12/03/13

Low Vision Clinic

- . Elevator shaft fire inspection scheduled for 12/03/13
- . Millwork is 50% installed
- . Floor covering scheduled for install week of 12/02/13
- . Punch list walk thru scheduled for 12/11/13

Occupational Therapy Build Out

- . Project will be substantially complete 12/06/13
- . Anatomical Board inspection scheduled for the week of 12/09/13

Library Shell Renovation

- . Roof tear off/replacement continuing
- . Soffit and fascia replacement continuing
- . Project completion anticipated end of December 2013

Special Services Remodel

- . Window install scheduled to begin 12/16/13
- . Exterior paint will be done by NSU personnel, schedule being determined

Summer Bathroom Remodels

- . Administration bathroom is complete, punch list walk thru scheduled for 12/09/13
- . Haskell Hall bathroom punch list walk thru is scheduled for 12/06/13

Willis Parking Lot

- . Williams Contracting will be awarded contract for \$794,000.
- . Willis Lot will be closed 12/06/13

Head Football Coach Search Update: Mr. Duckworth updated the group on the status of the Head Football Coach Search. There were 56 applicants and the advisory group has narrowed the list down to 15. Phone calls and Skype interviews will take place in the next few days with 8-10 of the top tier candidates. Mr. Duckworth reviewed dialogue he has had with candidates. He reported being very pleased with the top tier candidates.

Announcements:

Dr. Boren reminded the group that Monday is Late Night Breakfast from 9:00-11:00 p.m.
Dr. Boren informed the group of a group of students that had been in an accident and there was good communication among staff.
Dr. Boren reported that we are currently at 59,000 credit hours for enrollment numbers.

Lights on Seminary Hall will be held on December 3rd.

It was reported that there have been 50+ nominations for Centurion this year.

John Asbill reported that Staff Council is working on an appreciation event proposal and will bring it to cabinet for review when complete. He also reported that they are planning a spring service day and are planning to provide warm refreshments to staff. Staff Council is also looking at Blackboard as a more appropriate place to provide staff tools.

Peggy Glenn reminded the group that Emerald Ball is scheduled for December 14th. This event raises money for scholarships. She reported that December is a busy month due to end of the year gifts coming in. She informed the group that Cami Highers has been hired as the Stewardship/Annual Giving Coordinator replacing Tina Fraizer.

Ben Hardcastle reported that there will be interviews for Director of Communications on campus today. Plan to make an offer soon.

The meeting was adjourned at 10:30 a.m.

Respectfully submitted,
Robin Hutchins