

Executive Council Minutes
Tuesday, November 12, 2013
9:00 a.m.
A110

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

Members present were: Dr. Steve Turner, Dr. Pam Fly, Mr. Tim Foutch, Dr. Laura Boren, Mr. Ben Hardcastle, Dr. Cheryl Van Den Handel, Mr. Thomas Teague, Dr. Ron Cambaino, Mr. Tony Duckworth, and Mr. Jon Asbill

Members absent were: Mr. David Koehn, Ms. Peggy Glenn

Additional Guests included: Ms. Krista Khramov

Event Center Guiding Document: Dr. Laura Boren provided a draft document developed by a task force to be used as a guide for scheduling events in the Event Center. The group discussed space available for use, priority areas, and specific events that must be worked around. A fee schedule will be developed to match current fees with the assistance of the University Center/Auxiliary Services. It was determined that equipment technology needs to be upgraded to handle events. All approved to move forward with guide.

Academic Calendar for AY 2014-15: Dr. Fly presented a draft 2014-15 academic calendar. Dr. Van Den Handel asked to take document to Faculty Council for review. The group discussed possible changes in how fall break is handled. Staff Council, Faculty Council, and Student Government will discuss and report back at next meeting.

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

- . Final cleaning underway
- . Phones lines and data lines are in progress
- . Shot clocks delivery being tracked
- . Community Center – Building rough in complete
- . Window install scheduled to begin the week of 11/18/13
- . Interior walls complete, gyp assembly underway

Fitness Center Renovation

- . Pre-bid meetings for site work and demolition scheduled for 11/12/13
- . Accept bids for site work and demolition 11/19/13

Low Vision Clinic

- . Elevator walls complete
- . LED lighting installed
- . Plumbers, electricians and framers are on site to complete rough in to 95%
- . Construction phase scheduled for completion 12/10/13

Occupational Therapy Build Out

- . Project on schedule
- . Waiting on final design for fencing around exterior HVAC unit
- . Anatomical Board inspection scheduled for the week of 12/09/13

Library Shell Renovation

- . Roof tear off/replacement continuing
- . Soffit and fascia replacement continuing

Special Services Remodel

- . West wing restrooms are operational
- . Punch list walk thru for interior work scheduled for 11/14/13
- . Window install scheduled to begin 12/16/13
- . Exterior paint will be done by NSU personnel , schedule being determined

Summer Bathroom Remodels

- . Administration bathroom ceiling grid underway, light fixtures to follow, counter tops delivery being tracked, punch list walk thru scheduled for 11/20/13
- . Haskell Hall plumbing fixtures are set

Willis Parking Lot

- . Pre bid conference scheduled for 11/12/13
- . Accept bids 11/19/13

OSHRE Economic Development Council Reporting Template: Mr. Hardcastle handed out a formatting document to be used as a resource to provide information to the community.

Interim Study Update: President Turner updated the group on the November 5th OSRHE Interim Studies on Higher Ed in the Okla House of Representatives meeting. He stated that the focus will be on institutions. He also stated that Mr. Jerry Cook is attending another Interim Study meeting today. Dr. Beutler is speaking on behalf of RUSO. President Turner stated that NSU has done a great job with tuition rates.

RUSO Board Meeting Update: President Turner updated the group on the past board meeting. Discussions included Smart Planning, possible lobbyist/coordinator needs.

RUSO Evaluation (President): President Turner informed the group of the upcoming President Evaluation process. Items to be covered will include Operations, Auxiliary Services, and Student Life. An email will be coming out to staff requesting the completion of a survey. He asked all to participate. There will be on campus interviews with a select group by the Executive Director of RUSO next week.

Strategic Plan Update: President Turner updated the group on the Strategic Plan Committee. Dr. Cari Keller will chair the group. Items to be utilized will include D23, HLC, academic prioritization plan, as well as current master plan information. The group will have a draft document for consideration by November 21, 2013. Originally the Plan was geared toward fund raising, updated to reflect making place matter, and now will move toward retention/recruitment/D23 platforms.

Final Spring Opening Schedule: President Turner informed the group that the spring opening day will focus on faculty development.

Presentation by Chancellor Johnson: President Turner will work with the Chancellor's office to bring him to campus in January. After discussions it was determined that the best day of the week would be Friday at 1:00 p.m. or later.

Announcements:

Thomas Teague reported that the Halloween Carnival was a success with 200+ waivers signed. NSGA may bring issues regarding parking lots, broken glass and smoking on campus to the group in the future. He also reported that OSGA provides a lot of community service. John Asbill reported that the next meeting of Staff Council will be November 21st. A topic that continues to be brought up is the request to bring back employee appreciation events.

Ben Hardcastle provided the group with a draft of the “We Are Thankful For Your Efforts” flyer that will be sent out to campus today informing campus of the upcoming events. The first event will be on the BA campus on November 19th with the Tahlequah campus event being held on November 21st.

President Turner reminded the group of the Grand Opening of the Event Center scheduled for November 16th.

The meeting was adjourned at 11:45 a.m.

Respectfully submitted,
Robin Hutchins