

ADMINISTRATIVE CABINET

May 13, 2004

Present: Troy Shutler, Barry Habony, Pete Grant, Brad Mc Cormack
Beth Price, Peg Moir ,Sue Paynter, Lew Milner, Brooke Henwood Alice Hutzell-
Bateson,Ginger Rocks.

Absent: Janet Boeckman, Dave Cardwell, Dale Doty, Carol Easley, Beth Franz, Kim
German, Mark Monnes, Dean Schaad, Scott Bendle, Bruce Sliney, Doris Smith

1. Minutes from the April 8, 2004 meeting were approved.
2. Ginger Perowitz reported on the last Board of Trustees Meeting. Tuition increases and the distinction in the two adjustments were discussed and approved; discussion concerning the Co-located Campus Study was discussed. It was also noted that The Board went into an executive session to discuss personnel matters.
3. The Next board meeting will be attended by Ginger Perowitz and Barry Habony.
4. Since the last meeting a subcommittee had been formed to propose a recommendation concerning salary adjustments. Doug, Barry and Troy volunteered to serve on the committee with Doug serving as chair. Doug presented the subcommittee's preliminary findings and discussed possible formula options as well as their research with the group. Discussion followed.

Several people who were close to the budget timeline emphasized the importance of making a recommendation very quickly. Therefore the group agreed on the following recommendation:

The following FY05 salary adjustment recommendation was developed and passed by the Administrative Cabinet at its last meeting and is being forwarded to the Budget Planning Committee:

*** A minimum of a 1.5% increase to base salary plus a \$200 flat rate addition to base salary. It is also recommended that the budget again be reviewed in the fall for a possible January 1, 2005 adjustment.**

Note:

- * 1.5% is representative of the cost of living/inflation.
- * \$200 is representative of the increase anticipated for next year' s health insurance premium to be paid by the employee (based on family coverage for the high option medical plan/dental/vision). Trend is currently 13.1%.

5. Discussion continued from the previous meeting in an effort to gather the group's reactions to the Transition Team Report. At the conclusion of that discussion a subcommittee was formed to compile the data and write a clear and concise reaction

statement, which can be presented, to the President by June 1, 2004 per his request. This compilation would be sent to all members for review prior to it being finalized. This sub committee will be made up of: Lew Milner, Alice Hutzler-Bateson, Peg Moir, Sue Paynter and Carol Easley.

It was also suggested that the Academic Cabinet clearly articulate its reaction to the Gardner Shaw Report in areas it felt were not addressed (or not addressed well) by the Transition Team Report. It was agreed that this component could be in the same report that goes to the President by June 1, 2004.

6. The meeting was adjourned at approximately 4:40pm

Next Meeting will take place on June 10th, 3-5pm, room 092A Fallerius