

VPF&O Staff Meeting Notes

January 9, 2018

Craig Ness:

- The goal is to have a new Athletic Director by March 15th.
- The Auditors have been transferred to TSUS employees.

Diane Thibodeaux:

- Will assemble and forward the parking announcement to Mr. Ness' office.
- Contract software implementation will start on January 22, 2018.
- Will take over the Entergy wall project since Katherine will be out of the office for 2 weeks.

Katherine Miller:

- The skylight in the Library will be installed tomorrow (will take 4 days to complete).
- Mr. Ness needs a project report on the work that Dabhi Engineering is doing on the sidewalk (by the track-HHPA building).
- The Setzer Student Center should be complete on February 26th.

Michael Ruland:

- Hiring temporary custodians.

Catherine Benson:

- The evaluation reports for exempt employees are due to HR by January 10th.

Jamie Larson:

- Donna Quebedeaux will begin in Financial Services on January 15th as Associate Controller.

Alicen Flosi:

- 100 new trash containers have been ordered for the campus.
- Suggested having solar panels at the new Welcome Center. Maybe that can be the campus' sustainability building because of the renovation and its size.