EXECUTIVE COUNCIL
CALIFORNIA BAPTIST UNIVERSITY
MINUTES (Approved 12/07/00)
November 28, 2000

Present: Ron Ellis, Don Evans, Bruce Hitchcock, Kent Dacus, Jonathan Parker

1. Prayer Concerns: Karen Sanders, Wayne Swindall, Board of Trustees meeting. Prayer offered by Don Evans.

2. Review Previous Minutes: Approved as submitted.

3. Reports:
   A. Admissions/Retention/Enrollment Reports: Report given; 95% of eligible students have pre-registered.
   B. Budget/Financial: End of Year Projection: No report.
   C. Personnel: No report.
   D. Planning: Reports given. Smith Hall rehabilitation cost estimate due to Trustees Student Services Committee by March 1; proposed time-line for academic building discussed; proposed time-line for revising University Personnel Handbook discussed; master beverage contract schedule discussed; beverage contract task-force composed of Don Evans, Kent Dacus, Bruce Money, and Doug Huckaby appointed; notary services to be provided by Don Poss and Carm Marcy; it was agreed that University committees will be appointed in April for the following academic year.
   E. Donor Reports: Report given.

4. Old Business:
   A. Proposed Guidelines Regarding Employee Personal Celebrations: Reviewed and modified; Ron Ellis will refer to Phil Martinez.

5. New Business:
   A. FY02 Budget Hearings Schedule: Reviewed and modified.
   B. Athletic Training Certification: Referred to Kent Dacus and Jonathan Parker.
   C. Increase in Minimum Wage: University minimum wage will be $6.25 as of January 1, 2001.

6. Information Items:
   A. Dates of Future Events:
      - November 30, 2000 – New Trustees Orientation
      - December 1 & 2, 2000 – Board of Trustees Meeting & Retreat
      - December 4, 2000 – Faculty and Staff Post Trustee Briefings
      - December 5, 2000 – Miller/Cook Presentation
      - December 14, 2000 – Executive Council/Spouses – Christmas Dinner, 6 p.m. Victoria Country Club
      - December 22, 2000 – Christmas and New Years - Office Closure Begins
      - January 2, 2001 – Offices Re-open
      - January 22-23 – Budget Hearings

7. Adjournment.