

University Cabinet Minutes  
January 24, 2018

**Present:** Brent Askvig, Penny Belgarde, Lynda Bertsch, Paul Brekke, Andy Carter, Libby Claerbout, Lisa Dooley, Jeremy Feller, Laurie Geller, Kevin Harmon, Rick Hedberg, Andy Heitkamp, Sarah Henderson, Erik Kana, Mike Linnell, Teresa Loftesnes, Holly Major, Devin McCall, Janna McKechnie, Annette Mennem, Jerry Migler, Jacek Mrozik, Cari Olson, Linda Olson, Gary Orluck, Leon Perzinski, Aaron Richard, Steven Shirley, Jessica Smestad, Brian Smith, Katie Tyler, Marc Wachtfogel, Doreen Wald, Jonelle Watson, Laurie Weber, Deb Wentz, Brent Winiger, George Withus

**Absent:** Melissa Fettig, Patrick Friley, Beth Odahlen, and Rebecca Ringham

**Guests:** Deb Kinzell

**Approval of minutes:** minutes of the December 20, 2017 meeting were approved as presented.

**New Business**

**1. Senate Reports**

**Faculty Senate**

Senate president, L. Olson provided the following report:

- Faculty had an opportunity to meet with Flint regarding the rebranding
- Curriculum changes are working their way through
- Will have a new Academic Honesty Policy with reporting through Starfish
- Will have more uniformity in writing syllabi

**Staff Senate**

Senate president, M. Linnell provided the following report:

- Approved bylaws changes for a succession plan
- Handbook is in final stages
- Staff senate silent auction will be held May 1 and 2
- We have received our final approvals to conduct a 50/50 raffle – will begin selling tickets in March

**Student Government Association**

SGA president, A. Richard provided the following report:

- Thanks to L. Perzinski for providing previous reports to accommodate class schedules
- Updated constitution to reflect the change in deans for each college
- Will hold elections in March
- SGA issued their support of Open Ed Resources
- Met with food service consultants and looking forward to positive changes
- Student fees have been approved for the coming year and there will be a slight increase

**2. President's Report**

- Thank you to all that helped with the Governor's State of the State address held at Minot State yesterday; there was a lot of coordination that needed to be done with the Governor's office and everything went off smoothly. The Governor had a tour of the campus and met with various groups after

the event wrapping up after 7:00 p.m. We appreciate him taking time to meet with faculty, staff, students, and community leaders to hear of our successes as well as challenges that we face.

- On January 30 and 31, the ND Interim Higher Ed committee will hold their meeting on the Minot State campus. They allow time for a campus update from the president as well as other presentations that we want to highlight. B. Askvig, V. Michels, and a student will be talking about their programs. R. Hedberg will also talk about how the Challenge Grant has benefited the university and L. Weber will be presenting on the Free Application for Federal Student Aid process.
- The HLC evaluation team has submitted their recommendations and we had an opportunity to correct errors of fact. We are currently working on response to some of the team's recommendations and on March 5 we will have an opportunity to present our case to the Institution Action Council (IAC). Once this is completed, the IAC will make their recommendation to the HLC Board of Trustees who will not vote on this until late spring or early summer.
- G. Kuna from the bookstore is retiring at the end of the week – please plan on attending a retirement social for her in the Fisher Room today from 2:30 – 4:00. Her replacement, Angi Brown, has been on board for a while now.
- SBHE will hold their meeting tomorrow via IVN in the president's office; the agenda is very light
- Welcome to S. Henderson, chair of the library

### **3. Announcements/Acknowledgements**

SA – we have received the recommendations from the consultant regarding dining services and they include: better access/expanded hours for students; run meal plans from 7 a.m. to 10 p.m.; rethink use of space in Beaver Dam and Buckshot's as well as the area right outside of the C-store. An RFP will be sent out and we are hopefully going to award a contract this spring yet.

DCB – enrollment is holding steady with a slight increase in dual credit and online; a graduate of our photography program is on a paid internship with Disney corporate; met with District 6 legislators on Monday; DCB Hockey plays MSU Hockey on January 30 in Minot

Athletics - home basketball games this weekend – looking forward to T. Rudolph scoring 30 more points to become the all-time leading scorer for MSU; between the men's and women's game on Friday, we will have a dedication ceremony and open house for the Dean Frantsvog Academic Success Center; have hired XC/TF coach

Advancement – NW Art Center is complete and is currently hosting an exhibition; 2017 calendar year was a record year of giving bringing in \$5.9M

University Communications – Inside went out last week; campus highlights (for alumni & friends) will go out this week; Connections will go out in March

Power – open position has been put on hold for the time being due to federal government uncertainties

Career Services – February 13 we will host a “speed interviewing” session; end of the month will be a Sophomore Supper

Student Center – hosted a Build a Bear event last night and had 205 participants; more activities next week

Alumni – hosting an appreciation night at basketball games Friday night – free food while it lasts; partnering with the MSO for their February 3 concert by providing appetizers for patrons; AZ alumni events will take place during the first week in March; we are currently at 40% of faculty and staff giving

HR – CUPA survey is completed; working with faculty senate salary/budget committee on equity issues; there will be some development opportunities for faculty and staff in the coming weeks – please encourage participation from your areas

Business office – tax forms have been released; tuition/fees are due today

VPAA – faculty ad hoc committee studying a pre-tenure review process; chairs working on syllabi uniformity; proposed at last NDUS VPAA meeting that we have an exception to a math model that student could take core credit course at the same time as a lab – NDUS institutions believe this should be implemented system-wide – will go to board for approval

Wellness – will host a self-defense class on January 30; a blood drive will be held on January 31

Veterans – will travel to Mayville later this week to help with veterans reporting; ND Veterans Affairs Commission wants MSU to work with U of Mary and BSC for an annual summit

AVPAA – teacher education very busy working on organizing evidence for the CAPE accreditation – site visit will happen in October

Honors – free babysitting on February 15 at 6:00 in the center

NDCPD – launched 3 new and 5 continuing projects; new spring grants are at 3 or 4 in progress

NA – powwow posters were distributed; diversity council is working on the following: Black History Month, Women in History month (March) featuring three women who made an impact on MSU; workshop on “Pronouns Matter”

CEL – almost complete with content review of online

Housing – have in increase in housing for spring; February 1 we go live for summer housing; hiring student staff for next year

Security – we are hosting State B Girls basketball in March; we have in intern working in security now – CJ Major

Registrar – non-attendance reporting is due; catalog changes due on March 1

GBO – reaching out to different offices to get up to speed where things were prior to director leaving

Title IX – working on Sexual Assault Awareness month events with student athletes

Marketing – a survey regarding branding will be coming out soon – all are encouraged to complete it; Be in the Know sessions coming up soon

Financial Aid – applications are due in February 15

Enrollment – February 10<sup>th</sup> is the spring Red & Green day featuring the College of Business; will be traveling to Max tomorrow evening for the basketball game – anyone interested in going along to hand out ice cream talk to K. Tyler; looking for ambassadors; orientation dates are set; up for fall applications

IT – new password instructions will be coming out soon – will no longer have to change passwords every 90 days

Adjourned at 10:15

Respectfully submitted, Deb Wentz