

University Cabinet Minutes  
May 16, 2018

**Present:** Penny Belgarde, Andy Bertsch, Paul Brekke, Angi Brown, Andy Carter, Libby Claerbout, Lisa Dooley, Anna Dykeman, Patrick Friley, Laurie Geller, Kevin Harmon, Rick Hedberg, Sarah Henderson, Erik Kana, Mike Linnell, Teresa Loftesnes, Holly Major, Devin McCall, Janna McKechnie, Annette Mennem, Jerry Migler, Cari Olson, Linda Olson, Gary Orluck, Leon Perzinski, Aaron Richard, Rebecca Ringham, Steven Shirley, Jessica Smestad, Brian Smith, Marc Wachtfogel, Doreen Wald, Jonelle Watson, Laurie Weber, Deb Wentz, Brent Winiger, George Withus

**Absent:** Brent Askvig, Lynda Bertsch, Melissa Fettig, Jeremy Feller, Andy Heitkamp, Jacek Mrozik, Beth Odahlen, and Katie Tyler

**Guest:** Ann Bougard, Steve Johnson, Cole Krueger, Hilory Liccini, and Jolina Miller

**Approval of minutes:** minutes of the April 18, 2018 meeting were approved as presented.

## **New Business**

### **1. Senate Reports**

#### **Faculty Senate**

Senate president, L. Olson provided the following report:

- Last meeting included final committee reports – all are in SharePoint site
- Incoming president, A. Bertsch was introduced; B. Schmidt will become VP and J. Smestad, Secretary

#### **Staff Senate**

Senate president, M. Linnell provided the following report:

- At the last meeting, new members were introduced and officers for the coming year include: K. O’Keefe – president, M. Linnell – vice president, and K. Allers – secretary/treasurer
- Silent auction earned \$960 for the Prairie Grit Adaptive Sports program
- 50/50 drawing earned \$1,200 for the staff senate scholarship; 23 prizes were drawn during the week at varying dollar amounts
- C. Krueger will take over as the ND State Staff Senate President in June
- Special thanks to M. Linnell for his leadership over this past year; thanks to president’s staff and Dr. Shirley for consideration of the resolution senate put forth; senate will be 25 years old in June – looking at doing something to celebrate

#### **Student Government Association**

SGA president, A. Richard provided the following report:

- Richard was elected president for the coming year
- Professors of the year were Dean Frantsvog, Melissa Spelchen, and Mary Houston; Advisor of the year was Zeni Shabani
- Will hold a community fair on August 23 in the quad
- Richard will be completing an internship at Scheels Corporation in Fargo over the summer

## 2. President's Report

- Thanks to everyone who helped with the many year-end celebrations, commencement, Powwow, etc. It takes many volunteers to run successful events
- SBHE meets next week – L. Geller will attend; the tuition model will more than likely be discussed which would include our request to extend the Grow ND model as well as offering the same rate for online/face to face classes; they may also discuss further how campuses should proceed with their budget preparations
- Staff Senate submitted a resolution to establish a more flexible work schedule during the summer which would include a noon closure on Fridays; several meetings were held to discuss this and it was ultimately decided to not do anything this year as some departments needed more time to implement; for others it is just not an option to change working schedules; managers are encouraged to review the work schedules policy (item #8) in the HR manual that does allow for flexible scheduling during the winter and summer breaks. Please work with your staff to allow for flexibility if they so desire while still maintaining full office hours during these breaks

## 2. \*Announcements/Acknowledgements

SA – Sodexo will have summer menu items available in Buckshot's for all faculty and staff; the remodel in the Beaver Creek café will begin later this summer; thank to Enrollment Services for working diligently with faculty and staff to increase student numbers; thanks to the many who helped with the powwow, establishment of the 4-year scholarship and for the extra focus on enhancing the student experience on campus

Athletics – another successful year in athletics; have a lot of recruiting taking place right now; many projects to complete over the summer; held a commencement recognition event for those student athletes who were traveling during the regular commencement time –parents appreciated the gesture

VPAF – usual summer construction, repairs, and renovations are planned; have UNESCO on campus now to audit energy efficiencies

DCB – wrapping up a very busy year; preparing for HLC visit in 2020

IT – working on summer upgrades around campus

Advancement – very busy month with NW Art Center opening, Gala, Old Main Society Banquet and an alumni social in Fargo tomorrow; thanks to all who worked on the Native American display in the NW Art Center, in particular, L. Olson and A. Mennem; we have a new donor board outside of the conference center

Univ Comm – nine of the ten senior spotlights are up on the web page, last one will go up today; send in calendar items

VPAA – thanks for a good year

Power – had 40 students graduate; have 70 openings for the coming year; hosting many webinars – check with H. Major

Student Center – thanks to all those who helped with the late night breakfast – students really appreciate your participation

Alumni – Gala proceeds were right on par from last year; June 5 will be hosting a golf event in Velva; only making 3 golf stops this year as we are looking in collaborating with Summer Theater and Student Activities on new events

Sodexo – there will be construction taking place soon; check out the daily \$5 menu options over the summer in Buckshots; if you did not receive your coffee card, get one at the cash register; S. Johnson was introduced as the general manager for MSU as well as DSU and DCB

HR – several projects taking place over the summer

Veterans – office was selected for training “Employers answering the call: helping to prevent suicide among service members, veterans, and their families” – a representative from the Power center will attend this all-expense paid training in Arlington, VA in May; preparing for new regulations in regard to the GI Bill forever legislation; will attend AVECO for updated training in June; ELR state update meeting in Grand Forks in July; please encourage attendance at the May 25 Memorial Day event (100 year WWI anniversary) Representative Cramer will be on campus

NDCPD – Astep program had two graduates this year; will have 13 new students for fall

DCB/Minot – P. Belgarde assumed the Director duties at the beginning of the year; focus has been on outreach to increase enrollment on the MSU campus; want to get DCB students more involved in the MSU campus

LCM – have served at least 200 people every week for the Tuesday soup

International – had a wonderful graduation party for International students this year – they did all the planning to make it truly their own; OPT applications are presently at 50 and still coming in – usually average 15-20; already have ten applications for the Norway Choir tour and expect another 10-15

Registrar – congratulations to the two office members who walked in graduation this year; posting grades now

IR – course evaluations went out to faculty yesterday

CEL – CJ will provide a BS program on line; had 84 students participate in the grad school hooding; the MSU at BSC graduation event had over 40 participating; will have a grad certificate in management concepts at BSC as a face to face offer

Business Office –it is budget season; please have everyone pay attention to the year-end cut off dates that were detailed in a memo to campus a while ago

Financial Aid – waiting for grades to post to follow up with students

Wellness – will host a Kids Camp as part of the College for Kids program; look for other campus events throughout the summer

Marketing – thank you to the GA's in Athletics who handled much of the A/V in the Dome for special events; Please consider volunteering at the booth during the state fair, July 20-29; parade is on July 21; new tag line was introduced – will still contain Be Seen. Be Heard – but will further focus on other distinctive identifiers (Belong, Be You, Be Inspired, etc.); currently working on new materials

Security – June 30 is our deadline to submit a continuity of operations plan; conducting annual maintenance of safety on campus (Blue Lights, sprinklers, etc.)

Library – thanks to all who helped move the library operations to Crane Hall while the library's cooling system is repaired

Title IX – team is going to Investigator Training in Bismarck this Thursday and Friday; prepping for fall training and orientation; working on resolution items that are due on June 30

Housing – most students are now gone; summer building opened on Monday, May 22

Native American – thanks again for all the help at powwow; was one of the largest we have ever had; next year's event is April 26 and 27 – will be the 30<sup>th</sup> Annual; Ft. Berthold has approached the club about collaborating to make this event a premiere nation-wide event

Plant – 11<sup>th</sup> Ave. should re-open in a couple of weeks; working on a cadaver lab on the 3<sup>rd</sup> floor of Swain

Bookstore – A. Brown was introduced as the new director; please forward any suggestions, etc. to improve processes

Enrollment – Perfect Match Campaign (MSU socks delivered to area seniors coming to MSU) was completed; mailing flags to graduating seniors for their home open houses; last day at MHS is today and we will be serving ice cream

\*Please refer to the separate acknowledgements/announcements that were distributed prior to the meeting

Adjourned at 10:30

Respectfully submitted, Deb Wentz