

University Cabinet Minutes

June 21, 2018

Present: Paul Brekke, Libby Claerbout, Lisa Dooley, Laurie Geller, Rick Hedberg, Sarah Henderson, Mike Linnell, Teresa Loftesnes, Holly Major, Devin McCall, Janna McKechnie, Jacek Mrozik, Beth Odahlen, Kowan O'Keefe, Cari Olson, Gary Orluck, Leon Perzinski, Steven Shirley, Katie Tyler, Marc Wachtfogel, Doreen Wald, Jonelle Watson, Laurie Weber, Deb Wentz, Brent Winiger,

Absent: Brent Askvig, Penny Belgarde, Andy Bertsch, Lynda Bertsch, Angi Brown, Andy Carter, Anna Dykeman, Patrick Friley, Melissa Fettig, Jeremy Feller, Kevin Harmon, Andy Heitkamp, Erik Kana, Annette Mennem, Jerry Migler, Aaron Richard, Rebecca Ringham, Jessica Smestad, Brian Smith, and George Withus

Guest: Steve Johnson, Deb Kinzell, Darren Olson, and Steve Swenson

Approval of minutes: minutes of the May 16, 2018 meeting were approved as presented.

New Business

1. Senate Reports

Faculty Senate

- No report as there have been no meetings

Staff Senate

Senate president, K. O'Keefe provided the following report:

- Will hold monthly senate meeting tomorrow and committee assignments will be made
- There was a professional development presentation held this morning; Dr. Vollmer from MPS offered some very helpful strategies and methods that we can use throughout out the day to manage our time more efficiently; a number of people attended this event
- Last week senate celebrated their 25th anniversary by serving cake and ice cream during the Wellness Center Grill N Games

Student Government Association

- No report as there have been no meetings

2. President's Report

- The SBHE Board retreat will be held next week; three new members will be welcomed to the board – student member from WSC, board members D. Traynor and J. Louters; new members are encouraged to spend a day or half a day on each of the campuses so they become familiar with each of the campuses
- Yesterday, spent a good amount of time in a meeting with the Governor, other NDUS staff and presidents, as well as personnel from OMB regarding budget and reinventing higher education. The Governor is asking higher ed to look at what is needed to RUN daily operations; how to GROW opportunities; and how to TRANSFORM to meet future needs. He is very interested in helping higher education and there will be more dialogue in the next couple of months before the budget process begins to get finalized; he is very interested in investing in forward-thinking projects

- The HE Task Force is only looking at the governance structure of higher ed in ND; there is no indication yet as what recommendation(s) will come from this task force; the current model is being examined as to determine whether it is still relevant in today's environment
- New student orientation will be held next week
- Saturday, June 30, Ryan Family Dealership will be bringing Carson Wentz to campus for some publicity opportunities for youth in Minot; public is invited to attend a Q&A session later in the morning
- A sincere thank you to Sarah Henderson for her 11 ½ years of service to MSU; she will be moving closer to family and assuming another librarian job there

2. *Announcements/Acknowledgements

VPAF – attended a board finance committee meeting in Valley City yesterday and presented capital projects for the coming year which include, emergency generator for the Dome and Student Center as well as replacement of windows in Old Main; these projects will be prioritized against all other NDUS requests before submission for budget funding; will be conducting interviews for Dome seating; dining renovation should begin next week; work continues on the geothermal problems and the setting up of the cadaver lab; a portion of Buckshot's will be sectioned off for a student e-lounge

Athletics – Beaver Booster Golf Scramble is on July 16; department will be holding a sale on July 20 to sell off a lot of old merchandise that has been held in storage

International – the Multi-Cultural center is hosting world cup viewing and will have special activities during the finals

Power – just completed a 2-day staff retreat in preparation for Power Week

IR – working with the VPAA on strategic planning; working with departments for fall preparations

Wellness – working on training for fall

Enrollment – several handouts were shared with the group reflecting enrollment trends; new student convocation will be on August 17 at 2:30; welcome week August 17-20

Student Center – working on the community fair when school starts; will be getting new ID cards this fall

Publications – please review billings you receive from our department right away when you get them so the correct fund and department numbers are used – this saves a lot of corrections that may need to be made at the end of the fiscal year

Sodexo – patiently waiting for construction to begin

HR – MSU is in final approval for an award from TIAA; compensation analysis is being prepared; social media recruiting has increased; partner with TIAA to design a new micro site

Communications – have a new student intern; attended the State Staff senate meeting with Cole Krueger who is now the State Staff senate president

Marketing – working on new program sheets; August 15 is the rollout for the new branding; many shifts need to be filled for working the booth at the NDSF – please encourage staff participation; parade is on July 21

Alumni – for the NDSF we will have a 12 foot inflatable beaver that will be the focal point of our “float”; partnering with Summer Theater for an alumni appreciation night on July 5th with free root beer floats and MSU prizes for the opening of “One Strange Night” written by an MSU alum; golf in Bottineau on July 17; NDSF Luau is on July 25; will be awarding prizes around town for people wearing MSU gear during homecoming week

Registrar – finishing up grades and verifying transcripts; don't be alarmed if the Campus Connection looks a little different – they are preparing for an update in July

CETL – J. Keller is retiring on June 30 and CETL will host a reception for her on the 28th from 2-4; please consider volunteering during welcome week to drive students to the various volunteer sites (refer to handout); we are also looking for people to volunteer along-side students to get to know them and welcome them to MSU

GBO Library – library will be open for business again on Monday the 25th – we will still maintain the location in Crane Hall should the heat get to be too much for patrons in the library; S. Henderson thanked everyone for the support she has received over the past 11 ½ years and will truly miss MSU

Security – continuity operating plan must be done by 6/30/18; have had a few incidents on campus lately – a theft at Old Main and also at Summer Theater; make sure your vehicles are secure at all times – even if you don't think there is anything of value to steal from your car, would be thieves can still access the contents in your trunk as well as obtaining your garage door opener and home address from your registration. A general reminder will go out to campus

Title IX – prepping for orientation sessions – will make these open to all students so they do not have to take it online later

Residence Life – the usual summer activities (camps, conferences, etc.) are taking place right now with many staying in the residence halls; we are up 42 new applications from last year; will begin training sessions soon

CEL – will begin marketing for first grad program in Bismarck – CJ

Financial Aid – many reports and audit requests to process; difficulty contacting students to respond to requests – have used Enrollment's texting software which seems to be the most successful for getting responses

ITC – print management is in place and everyone will participate as of July 1; also as of 7/1, the old email server for students will shut down; SharePoint is migrating to Office 65; conference center will receive some upgrades to TV screens for enhanced presentation options

VPAA – we have suspended new admissions to the school psych program due to the loss of another instructor; 3 and 4 year students in the program will be able to finish; we only received 2 applicants in the last search so it is very difficult to offer the program if there are no qualified applicants; have filled a number of

positions with a few departments short for the coming fall – searches continue; have begun the search for the Director for Academic Assessment as recommended by the latest HLC review; HLC will meet next week on our case; A. Veikley is retiring at the end of July from the NW Arts Center

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

Adjourned at 11:35

Respectfully submitted, Deb Wentz