

## University Cabinet Minutes

May 22, 2019

**Present:** Brent Askvig, Lynda Bertsch, Paul Brekke, Michael Brooks, Andy Carter, Anna Dykeman, Jeremy Feller, Laurie Geller, Kevin Harmon, Rick Hedberg, Andy Heitkamp, Tiffany Heth, Erik Kana, Mike Linnell, Teresa Loftesnes, Holly Major, Devin McCall, Janna McKechnie, Annette Mennem, Jerry Migler, Beth Odahlen, Cari Olson, Gary Orluck, Leon Perzinski, Rebecca Ringham, Bryan Schmidt, Steven Shirley, Jessica Smestad, Brian Smith, Katie Tyler, Marc Wachtfogel, Laurie Weber, Deb Wentz, and Brent Winiger

**Absent:** Penny Belgarde, Janel Bortoluzzi, Libby Claerbout, Lisa Dooley, Melissa Fettig, Steve Johnson, Jane laPlante, Jacek Mrozik, Doreen Wald, Jonelle Watson, and George Withus

**Guests:** Jolina Miller, Darren Olson, Susan Podrygula, and Elizabeth Sund

**Approval of minutes:** minutes of the April 17, 2019 meeting were approved as presented.

### **New Business**

#### **1. Senate Reports**

##### **Faculty Senate**

Senate president, B. Schmidt provided the following report:

- Held the last meeting of the semester on May 2

##### **Staff Senate**

Senate president, M. Linnell provided the following report:

- K. Lesmann was the latest high 5 recipient
- Raised \$2,570 in our 50/50 raffle; paid out \$1,300 in prizes with the remainder going towards the scholarship endowment
- Raised around \$1,000 in the silent auction; this will be donated to the Magic City Discovery Center
- Have updated the bylaws and will be forwarded to president Shirley
- Welcomed new members to the senate at the May 21<sup>st</sup> meeting

##### **Student Government Association**

No report provided

#### **2. Enrollment Discussion**

K. Tyler provided a very detailed report on recruitment efforts, enrollments, and breakdown of student demographics. Items of note include:

- FYR Appl – on are track to meet goal
- TRN Appl – behind predictions at this point
- FYR MATR – on track to meet goal
- TRN MATR – behind but not far from typical years
- FYR Enrolled – on track
- TRN Enrolled – behind
- GPA of incoming FYR has steadily increased which promises a better chance at student success
- Biology and Nursing continue to show growth in enrollment

- MHS is our top feeder school; other area schools are graduating smaller classes but show good enrollment based on their smaller class sizes
- BSC leads our transfers from last school attended; DCB and WSC show good enrollment as well

R. Ringham presented the official enrollment figures over the past several years.

### **3. President's Report**

- Thank you to everyone who helped out at Commencement; participated in the DCB ceremony that same afternoon
- R. Looyenga will be on campus tomorrow
- SBHE meets next week in Bismarck
- We are nearing the end of the budget review process and final decisions on requests will be forthcoming
- After the final budget is approved, we will hold campus forums with the results of the budget process

Athletics - this Friday is our annual meeting for calendar scheduling; currently have two searches taking place; June 3 the seating project will officially begin

Finance & Administration – staff have been busy with the auditors over the past few weeks

DCB – softball made it to the Div. III National Tournament; received approval for bonding on the new dining center and renovation of the Student Union; received approval for new ag program for industrial hemp

Financial Aid – academic notices for compliance are going out today; processing summer aid applications; reviewing eligibility for award renewals; processing requests for auditors

GBO – lower level is completely cleared to make room for the academic center; thanks to facilities for all their help with this project

NDCPD – finishing up annual reports; A. Armstrong recognized for her work on ASPIRE project; H. Liccini and L. Garnes meeting with staff from Senator Cramer's office

Alumni – hosted another successful Gala; faculty and staff giving is now at 56% which is the highest it has ever been – thanks to all who participate; friends golf tours start in Velva on June 4; will host a social in Fargo later that same week; will once again be awarding people around town with a coupon for a Starbucks cake ball if they are wearing MSU gear

Communications – campus highlights out next week; president report deadline is middle of June; working on a communications style guide to help departments

Advancement – will conduct a capital campaign feasibility study; looking at fundraising this summer for Summer Theater renovations; will look at updates to Hoffman Auditorium and Nursing

Housing – A. Henderson has filled the coordinator position – in process of interviewing for director; facilities are getting housing ready for fall occupancy

HR – going to paperless/digital format

Veterans – going through DoD review and reporting; will attend a meeting with NDUS and Veterans affairs office to work on survey of verifying services; Memorial Day event in the Veterans office Friday at 11:30 Flag day event on June 14

Security – fire alarm testing is taking place; in early June we will have a severe weather safety drill

ITC – summer is always extremely busy preparing classrooms and campus with upgrades, equipment, etc.; DUO change coming this summer; students will be required to use it in the fall

CEL – submitted two applications to CCAF; Grad school compliance review is complete

LCM – served over 7,000 bowls of soup last academic year; reorganizing the food pantry so it is ready for fall

Wellness – camps are coming up – have College for Kids the next two weeks

VPSA – interviewed five applicants for the housing director position – will bring two to campus; thank you to D. McCall for all his work in the housing department

Marketing – running campaigns for CJ online, Grad school, and urging students to apply; will hold web administrators training later this spring

CETL – orientation next week – help if you can

International – the group that traveled to Norway will be back this weekend

Power – looking to fill an academic coach position

Bookstore – look for clearance items next week during orientation as well as overstock items

NA/Diversity – on June 7 will host 30 students from TMCC; we had 20 graduates this year; met with the Head Start director while recruiting in New Town and she is very interested in meeting with MSU on a cohort; thanks to all who helped with the powwow

Facilities – lighting project is almost complete; replacing some cooling towers; window upgrade project has started in Old Main

Registrar – Campus Connection will have a new look this summer – July 15

VPAA – have been successful in filling some vacant faculty positions; V. Pinnick is the newest Academic Hall of Fame recipient and she will return to campus this fall to be recognized; P. Lepp is now the chair for Biology and P. Markel is for addiction studies/psychology/social work

Adjourned at 4:30

Respectfully submitted, Deb Wentz