

University Cabinet Minutes  
August 28, 2019

**Present:** Penny Belgarde, Paul Brekke, Michael Brooks, Andy Carter, Libby Claerbout, Anna Dykeman, Jeremy Feller, Laurie Geller, Kevin Harmon, Rick Hedberg, Andy Heitkamp, Tiffany Heth, Erik Kana, Jane laPlante, Mike Linnell, Teresa Loftesnes, Holly Major, Janna McKechnie, Jerry Migler, Jacek Mrozik, Beth Odahlen, Cari Olson, Gary Orluck, Rebecca Ringham, Bryan Schmidt, Steven Shirley, Jessica Smestad, Katie Tyler, Doreen Wald, Laurie Weber, Deb Wentz, Brent Winiger and George Withus

**Absent:** Brent Askvig, Lynda Bertsch, Janel Bortoluzzi, Lisa Dooley, Melissa Fettig, Annette Mennem, Leon Perzinski, Brian Smith, Karina Stander, Marc Wachtfogel, and Jonelle Watson

**Guests:** Kevin Kvale

**Approval of minutes:** minutes of the June 19, 2019 meeting were approved as presented.

**New Business**

**1. Senate Reports**

**Faculty Senate**

Senate president, B. Schmidt provided the following report:

- Will have a Senate Executive Committee meeting tomorrow followed by the first Senate meeting next week Thursday
- B. Schmidt had a student of his take top honors at an international competition over the summer

**Staff Senate**

Senate president, M. Linnell provided the following report:

- P. Brekke was the latest high 5 recipient
- Thanks to all who attended the fall kickoff event, helped with the planning for the event and B. Winiger for providing the musical entertainment
- The week of September 16-20 we will be hosting several events to celebrate ND State Employees week; posters are up around campus listing all events
- We are partnering with the VPAA on a professional development event on October 8<sup>th</sup>

**3. President's Report**

- Fall enrollment shows a slight drop from a year ago; new freshman numbers remain strong; graduate students are at the highest they have been since 2007; transfer student numbers remain flat
- We need to look at development of more online options
- Thanks to everyone who helped move students into the residence halls as well as with all the weekend activities
- We are hosting an emeritus faculty and staff luncheon today
- We have several accreditation visits this year: Communication Disorders in October; Nursing in February; Music in April; HLC is here in April and Social Work is sometime in the spring as well

VPASA- thanks to B. Odahlen, K. Tyler, A. Hughes, and L. Perzinski for their work this past weekend with all the welcome activities for students; K. Stander is the new director of Residence Life; Sodexo has a new general manager; JLG will hold listening sessions in September regarding the usage of the Student Center

Finance & Administration – carpets will be here soon; employees cannot start work until the background check is completed

DCB – will have HLC visit in April as well as a nursing accreditation visit; enrollment is not quite as strong as last fall but still strong; launched a new ag program in collaboration with WSC and LRSC; offering a new HR management associate degree online; J. Migler was named to the Board of the Peace Gardens

GBO Library – we now have restored our historical abstracts; working on a new strategic plan and will be assessing this year to identify improvements

University Communications – working on the fall Connections publication and we need stories for the Alum From Day One section; if you have any questions about the writing style guide please contact our office

Asst. VPAA – we are working on co-curricular assessment and will run a pilot program for Wellness, Peer Mentors, Career Services, and Student Life

Enrollment – we had 351 students report to service sites; looking volunteers to go to MHS on Wednesdays to meet with students; recruiters are getting ready to out in a couple of weeks

POWER – programs are filling up; had a successful Power Week spending time in the downtown area

Publications – memos did go out regarding the ordering of paper/envelope supplies in bulk and changes to the campus directory – both these items are due on Friday

Alumni – hosted a Bismarck alumni event last week with 56 people in attendance; gearing up for Homecoming; faculty and staff giving notice will be coming out shortly - please encourage participation

Marketing – if you see old logos anywhere on campus, let Marketing know so these can be replaced; we have a new wood carved beaver in the quad area; contact R. Heit if you need new photos taken; yard signs are in stop by and pick one up; Be in the Know session schedules will be coming out soon

CETL – getting ready to move to new location in the library; tutoring will start next Tuesday in the new location; hope to have everyone in the new location by September 10

VPAA – thanks to all who participated in the Strategic Planning retreat; doing a lot of writing on the HLC requirements

Veterans – attended several events – Senator Hoeven's Veteran Round Table, ND State Fair Parade, ND State Fair military day; conducted Gatekeeper training; will host a Patriot Day event on September 11

NDCPD – we continue with our full funding; A-Step has already received theirs and employ 52 student mentors; we do anticipate that we will receive the rest

Security – continue with camera upgrades; working with Athletics on procedures for sporting events; will be holding fire drills soon

Financial Aid – staff have been busy helping students with financial aid questions; plan on hosting a student loan awareness session in October

International – we have 52 new Canadian students and 37 new International; transportation is an issue for international students so over the summer, the office worked with Souris Basin Transportation and they have agreed to add a couple of routes on Saturday to pick up students on University Avenue; International office will be purchasing tokens for students to use; deadline for the study tour to Costa Rica is November 1

Bookstore – remind employees that they do receive a 20% discount; have many new items in the store

Registrar – students don't seem to have a problem with the upgrades that were made in PeopleSoft over the summer; if faculty and staff have problems please contact the Registrar's office and they will be glad to help

CEL – have made some changes in the Bismarck site due to decrease in number of students; J. Mrozik will now have oversight of the College of Business

Advancement – TREK is finalizing their feasibility study soon; Dome renovation is nearly complete; Summer Theater renovations will start after the season next summer; the foundation has the option to purchase the Beaver Ridge complex next summer – it would offer more apartments available to students

IR – have had several data requests for both MSU and DCB due to upcoming accreditation visits; will be looking into non-enrolled undergrads especially from Ward county to see if there is a trend; will also be studying all ND graduates

DCB-Minot – have 45 new students on campus; will work with student services so DCB students are more involved with campus events

LCM – pantry is stocked and ready for those who need it; next Tuesday will be our first soup day!

Adjourned at 10:30

Respectfully submitted, Deb Wentz