

University Cabinet Minutes  
February 26, 2020

**Present:** Brent Askvig, Lynda Bertsch, Paul Brekke, Michael Brooks, Andy Carter, Anna Dykeman, Laurie Geller, Andy Heitkamp, Tiffany Heth, Erik Kana, Jane laPlante, Mike Linnell, Holly Major, Janna McKechnie, Jacek Mrozik, Robert Norman, Beth Odahlen, Gary Orluck, Leon Perzinski, Bryan Schmidt, Steven Shirley, Jessica Smestad, Brian Smith, Karina Stander, Katie Tyler, Marc Wachtfogel, Doreen Wald, Jonelle Watson, Deb Wentz, Brent Winiger and George Withus

**Absent:** Penny Belgarde, Janel Bortoluzzi, Libby Claerbout, Lisa Dooley, Jeremy Feller, Kevin Harmon, Rick Hedberg, Teresa Loftesnes, Annette Mennem, Jerry Migler, Cari Olson, Rebecca Ringham, and Laurie Weber

**Guests:** Cole Brose, Melissa Cantone, Tonya Critz, Dan Ringrose, and Elizabeth Sund

**Approval of minutes:** minutes of the January 15, 2020 meeting were approved as presented.

## **New Business**

### **1. Senate Reports**

#### **SGA**

Vice President C. Brose provided the following report:

- Funding requests passed and will be included in student fee figures
- SGA passed a resolution to put the Student Center renovation to a vote of the student body which will happen toward the end of March
- Personal hygiene product dispensers are being installed around campus

#### **Faculty Senate**

Faculty president B. Schmidt provided the following report:

- Cleaning up policies and procedures to comply with HLC requirements
- Currently looking at senate structure and in discussions regarding salary and promotion

#### **Staff Senate**

Senate president, M. Linnell provided the following report:

- A. Norgaard was the latest High 5 recipient
- Hosted two professional development events that were both well attended
- More events coming up in March
- Hosting a Frozen 5K on March 6<sup>th</sup> at 4:00

### **2. HLC Update**

D. Ringrose, member of the core committee working on the upcoming HLC focus visit, reported on some of the items noted in the original HLC report:

- Ten different areas were identified by HLC that needed further attention; some of the more significant include:
  - Have a detailed assessment plan/course outcome
  - Budget tied to strategic plan and priorities defined

- Defined policy for syllabi
- Include co-curricular programs (outside of classroom) in assessment process
- We also needed to prove completion of two budget cycles with priority items directly tying resources into enhancing student learning
- We now have in place an organized documentation collection in the assessment office
- This is an ongoing process and new procedures/policies do not go away after the visit but rather will be continually reviewed and refined to assure our compliance in this area

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

- The SBHE met yesterday and approved our application to move forward with a \$40M Capital Campaign; consultants have been on campus to discuss various strategies with different constituents
- We will host budget forums on Thursday at 3:00 and Friday at 8:00 – please encourage attendance
- Hosted two accreditation visits – Social Work and Nursing – both turning out quite well; one of the reviewers commented that she has been doing this for over 20 years and MSU's was one of the best she has every participated in

VPAF – will be presenting a proposal to the legislature for a total renovation of Hartnett Hall; preliminary items are proving interesting

GBO Library – Chair, J. la Plante, has been selected to serve as the academic library representative from ND to the Minitex Shared Electronic Resources Task Force; includes librarians from academic, public, K-12, and special libraries; the task force will help select the resources that will best meet the information needs of the students and citizens of MN, ND, and SD for the next five years

Career Services – March 31 will host Career Fair for those students seeking a career in education and on April 1<sup>st</sup> a general Career Fair

NDCPD – received a grant with a focus on children and families affected by opioids; received a grant “Find Safe” for those citizens who are at risk of wandering away from homes and caretakers

HR – TIAA appointments next week; will be attending training in Bismarck next week; working on preserving one week of annual leave/sick when using FMLA; will be using a digitized approach to performance evaluations in April

CEL – working on some hybrid online courses

Military Resource Center - Conducted a livestream suicide training presentation for the ND Suicide Prevention Coalition at its Annual meeting; Provided an outreach presentation to our local DAV Chapter; Hosted the North Dakota Cares Group and members from NHSC and the VA Voc Rehab office will be on campus Apr 1 & 2; Upcoming event participation includes - The Welcome Home Vietnam Veterans Event on 29 March, International Military Ball on 4/4 and Purple up Day on 4/22

Grad School – working on catalog changes; currently have two faculty searches taking place in the College of Business

Financial Aid – L. Benson and her husband welcomed a baby girl to their family yesterday, prepping for scholarships

Honors – please submit program award nominations

Housing – RA hiring taking place; re-contracting for housing next fall is taking place; changing policy regarding apartment living on campus whereby, freshmen students who live on campus for a year, are eligible for an apartment lease – these are attractive as they are a month to month lease

Bookstore – will be closed on March 13 for inventory, looking into selling books/CDs that faculty/staff/students have written in the bookstore

Security – handled an intruder situation in Model Hall last week; encourage everyone to be aware of their surroundings

Enrollment - registration for fall/summer students opens in March

Registrar – catalog changes are due March 1

International – OPT workshops taking place; conducting a survey among International students and will follow up with a forum as we did last year; have 15 signed up for the Costa Rica student tour and 18 for Monaco

IT – will have major maintenance upgrades in March and April; attended a security conference last week

Wellness – Rock Wall inspection will take place on Sunday by an outside party

Other – MSU Band performs tonight, Black Box performance this weekend as well as Women's hockey

Adjourned at 10:00

Respectfully submitted, Deb Wentz