

**University Cabinet Minutes
February 18, 2009**

Present: Nathan Anderson, Caren Barnett, Kristi Berg, Lynda Bertsch, Libby Claerbout, Linda Cresap, Brad Damm, Conrad Davidson, Ron Dorn, Lisa Eriksmoen, Sandy Foley, David Fuller, Russ Gagnon, Dale Gehring, Rod Hair, Kevin Harmon, Rick Hedberg, Sarah Henderson, Cathy Horvath, Dick Jenkins, Roger Kluck, Mark Lyman, Wes Matthews, Neil Nordquist, Sandy Nordstrom, Leon Perzinski, Gary Rabe, Jennifer Sick, Ken Story, Kris Warmoth, Jonelle Watson and Deb Wentz

Absent: Brent Askvig, Wylie Hammond, JoAnn Linrud, Teresa Loftesnes, Marv Semrau,

Guest: Tawnya Bernsdorf, Christy Carroll, and Patti Fedje

Approval of Minutes

The minutes of the January 28, 2009 meeting were approved as presented.

Old Business

1. Cornerstone goals – the cornerstone report with assigned responsibilities was reviewed. A final report will be due in the fall. Sometime in the next few months we will be requesting a status report on the various goals identified.

New Business

1. Faculty senate report – Kristi Berg reported that the Campus Quality Survey Results were discussed at the Faculty Senate meeting last week. They will be looking at the 6 performance gaps that were identified in 2006 and which show again in the 2008 survey. Feedback will be sent to the President's office once completed.

One of the most notable gaps was the extent to which administration rewards and thanks employees. Everyone is encouraged to recognize staff on a regular basis. Be aware of what your people are doing and recognize them.

Staff senate report – Nathan Anderson reported that they are holding regular meeting open to all staff, to design and implement an orientation handbook for new staff.

Development of the State Staff Senate is well underway with review of bylaws and constitution currently taking place.

Discussions have begun on the differentials to be paid for float/night shifts affecting custodians.

The staff senate voted to support the recommendations of the EOP committee.

Student government – Ken Story reported that they have completed hiring for most all the entertainment/social positions next year. SGA is gearing up for Winter Week activities which will begin next week. SGA met with the architect regarding the Wellness Center

and there will be a full presentation at a future SGA meeting. Campaigning for next year's SGA officers will begin soon.

NDSA will be at the Legislative Showcase on March 4 and will host a legislative luncheon on April 8.

2. Announcements/acknowledgements/calendar

Calendar updates – please check out the Women's Heritage Month activities on the MSU events calendar. These were received after the calendar for this meeting was published.

The first two faculty sabbaticals that were approved for spring 2010 were the applications submitted by Dan Ringrose and Shirley Cole-Harding.

The following people were recognized for their efforts over the last month: MSU Dance Team and Coach Joshua Wise, Brock Wepler, Gary Walhaug and Mindy Rudnick.

Additional acknowledgements announced at the meeting included: Financial Aid staff, EOP committee members, Physical Plant staff, Kevin Harmon, Post Office Staff, PIO Office and the Business Office staff.

3. Great Plains premier universities – results of the US News rankings for MSU and our peer institutions was reviewed. The campus was invited to review the peer data and participate in upcoming meetings to identify objectives we should focus on to raise our ranking. Deans and directors will be compiling feedback from their areas and will submit reports to the president's office by March 17th at which time the list of priority items will be reviewed and adjusted to accommodate the recommendations.

It was noted that the salary goals listed for MSU on the US News report appear to be incorrect. This will be researched.

4. Federal project requests – MSU has submitted 5 projects to be considered for funding:

- a. Great Plains Center for Community Research and Service
- b. Geothermal and Alternative Energy Project
- c. Minot State University Health & Wellness Center
- d. Great Plains Autism Spectrum Disorders Treatment Program
- e. Rural Methamphetamine Education Project

We are prepared to submit plans for any money that might be available through the government's stimulus plan.

5. Title IV update – Title IV funds are financial assistance programs to address the needs of students who are less likely to succeed. Of the 8 programs under Title IV it appears that roughly half of the programs would be a reasonable fit for Minot State University with those designated for Student Support Services as a category that we would want to

definitely pursue. The application deadline will be coming up soon so we have contracted with the writer of our Title III application to assist with completion of the Title IV.

Christy Carroll from NDCPD advised the group that she is review for TRIO programs and would be able to assist with this process as well.

6. Current issues/area reports –

CEL – thanks to everyone for completing the survey regarding availability of student services – results will be forthcoming. We have again worked with the Petroleum Technology Transfer Council to arrange a workshop in April. We continue to work on getting sessions organized for the summer.

Plant – we have to award the bid on Swain next week. In mid-March we will be hosting the ND State Class B boy’s basketball tournament on campus which will affect parking to please let your areas know.

We have a good sustainability proposal that will be presented to Senates. We will run a prototype of the plan in Moore, Hartnett and Crane.

Monument sign bid will be awarded and construction will begin in spring. Continue work on remodel for ESL institute and Community Bowl.

PIO – everyone is invited to attend the press conference announcing the Economic Report video. It will be held tomorrow at 9:00 in the conference center.

HR – the background checks process appears to be working well as we have received a few alerts. Nothing of a serious nature but it does provide some validity to the system.

Evaluations are due 3/31/09. Staff is encouraged to remind their supervisors about the need to complete their evaluations by the due date.

International –we have 2 study tours planned for this summer: one to Peru and another to Spain/Morocco. We have two ESL participants that arrived yesterday. They are from Saudi Arabia. Session begins on March 3.

Student Affairs – SGA Finance Committee will meet this and next week to complete their recommendations for next year.

VPAA – working with the biologists about the possibility of holding an annual event much like the “NOTSTOCK” event that has been held the past 2 years. They are proposing a “Darwin Days” event that would engage the campus and bring in others from surrounding schools.

7. President’s Report – noteworthy:

- a. Swain Hall

- b. Geothermal alternatives
- c. House Appropriation Hearings
- d. MAFB meetings with Col. Westa and Education Coordinator
- e. Sabbaticals
- f. Continued work on identification of Centers of Excellence

Meeting adjourned at 10:50 a.m. The next meeting will be held on March 18, 2009.

Deb Wentz, Recording Secretary