

University Cabinet Minutes
June 20, 2007
Westlie Room – 9:00 a.m.

Present: Bethany Andreasen, Caren Barnett, Lynda Bertsch, Libby Claerbout, Sheila Collins, Linda Cresap, Ron Dorn, Jared Edwards, Lisa Eriksmoen, Bryce Fifield, Sandy Foley, David Fuller, Russ Gagnon, Dale Gehring, John Girard, Wylie Hammond, Rick Hedberg, Cathy Horvath, Dick Jenkins, Yueh-Ting Lee, JoAnn Linrud, Teresa Loftesnes, Wes Matthews, Neil Nordquist, Sandy Nordstrom, Leon Perzinski, Gary Rabe, Ann Rivera, Marv Semrau, Kim Thompson, Kris Warmoth, Jonelle Watson, and Deb Wentz.

Absent: Tania Balas, Brad Damm, and Wade Regier

Dr. Fuller called the meeting to order at 9:00 a.m.

Approval of Minutes

Minutes of the May 16, 2007 meeting were approved as presented.

New Business

1. Calendar of Activities/Updates

K. Thompson distributed an updated acknowledgements/announcements/calendar of events and asked everyone to be sure to note the additional acknowledgements that were included since the agenda was distributed.

We are hosting our second Connect session tomorrow. All are invited to take part in the Parent Social at 4:30 in the Beaver Dam.

COB has received an extension on the JCEMP program from the Department of Labor. J. Linrud acknowledged the great leadership that John Girard has provided this program in the past and announced that due to John's interim responsibilities in enrollment management, Lori Willoughby will now oversee the JCEMP program

J. Linrud has traveled to UTTC to conduct preliminary discussions on programs.

MSU now has a common calendar that can be accessed from the home page.

Summer theater has begun and there has been very good attendance at the shows.

Arts & Sciences is making good progress on a couple of the searches they presently have going to fill vacant faculty spots in Math and Art.

Kelly Buettner-Schmidt will begin her Nursing Department Chair duties effective July 1, 2007.

Student Health department has hired an LPN, Kathy French, to begin on July 11, 2007. Georgie Bercier has been hired as administrative assistant to replace Julie Drum.

Enrollment management is hoping to hire a couple of new recruiters. The openings close today and work will begin immediately to narrow the list of applicants.

J. Girard has also been working with M. Semrau on a referral process that the Board of Regents would like to implement. Special cards will be given to Regent members that advertise a special phone number for potential students to call in enrollment services. The number is set aside for Regent referrals only.

MSU will have a float in the ND State Fair parade on July 21. Anyone wishing to help decorate or take part in the parade should contact T. Bernsdorf in Advancement.

We will also host a booth at the fair and as in the past, many volunteers are needed to man the booth. Anyone interested in helping out should contact enrollment services.

Coke machines across the region will soon display an MSU advertisement. Work continues with Scheel's representatives at Dakota Square Mall to discuss whether or not they will operate the RMU this holiday season.

Financial aid is pleased to announce that the self service feature is now available on PeopleSoft and students can check their awards and accept or decline them automatically.

Laurie Weber, assistant financial aid director, has been named to the Regional Board of the Rocky Mountain Financial Aid association.

Bookstore - The bookstore will have inventory on June 22. Fall semester books have started to arrive. Book buy-back is done on a continual basis now rather than at designated times as in the past. S. Foley will be attending a regional meeting with Barnes & Nobel this summer. Remodeling of the bookstore may begin this fall.

Plant - The Dome floor remodel project is set to get started tomorrow morning. Lighting project for Broadway and University Avenue is being bid next week. A meeting was held with First Lutheran to discuss lighting and landscaping in the cemetery adjacent to MSU. They were very receptive to suggestions presented and will stay in contact after they have a chance to meet with their full board.

Bottineau – football and women's softball will be starting in 08-09. Are currently working with MADC to get a Centers of Excellence grant for medical transcription offerings. The Grand Opening for the new addition to Thatcher Hall is tentatively scheduled for the first week of school.

Business – faculty contracts and staff salary announcements are ready to go pending budget approval from the SBHE which meets tomorrow. We should be up and running to accept credit card payments over the Web this fall. E-checks should be acceptable by spring semester.

Architects for Swain have been hired and a meeting will be held soon. The Atrium remodel is moving forward. Furniture has been ordered and takes 11-14 weeks for delivery.

Campus signage is moving ahead as well and should be complete by August 15. There was some discussion regarding the name of “Student Union” vs. “Student Center.” Alumni Association and Student Association will be contacted to see if there are any objections to changing the building name to Student Center.

Faculty handbook is currently being updated and hopefully will be done by fall. It contains a lot of information that will be usefully to staff as well.

MSU @ the Zoo is scheduled for August 14th

International – very productive visits to several universities in Scandinavia and an agreement was signed with Telemark University in Norway and one is pending with Aalborg University in Denmark. Two students from Sweden will be attending MSU this coming year.

Library – developed a partnership with the Burdick Job Corp Center and are pleased to have one intern thus far working at the library.

Centers of Excellence – work continues as this is due by the end of July

2. President’s Report

Items to note include:

MSU offers condolences to slain student’s family.

Planning & Budget Council met to prioritize action plans

Swain Hall funding is for academic use building not for athletic use. A meeting was held with city representatives to clarify this.

Community Bowl is still being studied – MPS not sure if they want to participate.

NDCPD – new grant money is not looking very optimistic as there are just not any new opportunities available through the federal government.

3. Recognitions/Acknowledgements

Refer to acknowledgements/calendar issued from office of public information.

4. Other

MSU summer golf tours continue.

There have been some discussions with the state and city to have an MSU sign/presence on the side of the new overpass (walking path) going across North Broadway.

5. After Cabinet Discussion – there will be no after cabinet discussion tomorrow.

The meeting adjourned at 10:10a.m. The next meeting is scheduled for September 19, 2007

Submitted by, Deb Wentz