

University Cabinet Minutes
September 20, 2006
Westlie Room – 9:00 a.m.

Present: Bethany Andreason, Abby Baklenko, Caren Barnett, Tania Balas, Lynda Bertsch, Brad Botz, Debra Chandler, George Clark, Linda Cresap, Ron Dorn, Julie Drum, Lisa Eriksmoen, David Fuller, Russ Gagnon, Ali Guitian, Wylie Hammond, Rick Hedberg, Cathy Horvath, Dick Jenkins, Deanna Klein, Yueh- Ting Lee, Teresa Loftesnes, Wes Matthews, Patrick Moran, Neil Nordquist, Sandy Nordstrom, Leon Perzinski, Gary Rabe, Kim Thompson, Kris Warmoth, , Laurie Weber and Deb Wentz.

Absent: Brad Damm, Alexandra Deufel, Bryce Fifield, Sandy Foley, Jared Edwards, Dale Gehring, JoAnn Linrud, Jonelle Watson, and Tricia Weiser.

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

Approval of Minutes

Minutes of the July 19, 2006 meeting were approved as presented.

Welcome

B. Andreason, A. Baklenko, D. Klein, P. Moran, and L. Weber were welcomed and thanked for attending in the absence of their respective cabinet representative.

New Business

1. **Mentoring Program Update**

D. Chandler updated the cabinet members on the mentoring program. Statistics include:

- a. currently have 144 students in the program and 42 mentors
- b. training was conducted with very positive feedback from the mentors
- c. 119 students attended the orientation/mentee event

Students in the program must complete certain requirements per semester to receive express registration. These items include:

- a. meet with mentor at least 3 times per semester
- b. meet with advisor at least once per semester
- c. attend 2 life skill workshops per semester
- d. attend 1 social gathering with mentor and other students

Overall, the program is proceeding quite well. There are a few students that have not had any contact with their mentors. D. Chandler is verifying phone numbers, addresses, etc. to try to contact these students so meeting times can be set with their mentors. She is looking at soliciting help from the professors if all else fails.

2. **University Cabinet Purpose**

Dr. Fuller reminded everyone that one of the primary purposes of the University Cabinet is to improve communications campus-wide. All members are reminded to share all cabinet information with their respective departments, governing bodies, divisions, etc and to encourage campus personnel to attend meetings if possible and express their concerns.

3. Cornerstone Plans

Roundtable Cornerstone campus alignment updates for 2005-2006 were provided. The final report is due to NDUS offices on October 16th. This information will be compiled and submitted by that date. (see attached for final updated report)

4. President's Report

President Fuller provided a report of activities since the last cabinet meeting. Items of note include:

- * Board of Regents held a summer meeting which included a social event and attendance at a theater event
- * MSU has contracted to advertise in the Dakota Square Mall Food Court area. A ribbon cutting was held in August.
- * Convocation was held on August 16 and the draft of the Strategic Plan was unveiled at that time.
- * Many events were held during September 7 -12 in celebration of Diversity Week
- * Congressman Pomeroy visited campus in September and held an open discussion with administrators and students regarding rising cost of tuition.
- * Area legislators and candidates were invited to a social in September to explain MSU initiatives.
- * We are currently in the process of hiring a Marketing Director as well as an International Program Director.

5. Department acknowledgements/topics/updates/calendar – the following people were recognized for their accomplishments: Joan Houston, Karen Walz, Patti Fedje, Jay Wahlund, JoAnn Linrud, Gary Ross, Loren Andersen, Mike Duffey, Ron Weinmann, Linda Olson, Patti Kurtz, Michelle Sauer, Sherry Stoskopf, Jon Rumney, Dianna Anderson, Erik Anderson, Ursula Schittko, Mikhail Bobylev, Paul Sims, Ernst Pijning, Johnny Coomansingh, Lisa Borden-King, Chris Keller, Terry Eckmann, Kris Warmoth, Sherie Saltveit, Mark Timbrook, Sara Rogers, Carissa Klabunde, and the Registrars office.

An updated calendar of events was distributed.

6. Current issues/reports

CEL – will be hosting short 20 minutes talks for parents who bring their children to the Minot Swim Club lessons held at the MSU pool.

Advancement – everyone was reminded that Homecoming is coming up in a few days, please be courteous and helpful to strangers on campus. Also the Golden Awards and Gala events are coming up and there are still openings if anyone is interested in attending.

Registrar's office – T. Balas provided members with an update to fall enrollment. We are a little down compared to this same time last year (report is as of 9/13/06).

Enrollment Services – G. Rabe is currently evaluating all areas that reported to S. Witwer to re-assess how this area can be structured. Input is being solicited from all areas involved and interims will be named in the short-term.

Adjournment

The meeting adjourned at 11:00 a.m.

Minutes prepared and submitted by Deb Wentz.