

University Cabinet Minutes  
October 21, 2015

**Present:** Brent Askvig, Stephen Banister, Alex Buchholz, Linda Cresap, Conrad Davidson, Lisa Dooley, Lisa Eriksmoen, Melissa Fetting, Russ Gagnon, Kevin Harmon, Rick Hedberg, Alysia Huck, Gerri Kuna, Teresa Loftesnes, Holly Major, Wes Matthews, Jerry Migler, Jacek Mrozik, Cheryl Nilsen, Beth Odahlen, Cari Olson, Gary Orluck, Leon Perzinski, Marv Semrau, Steven Shirley, Brian Smith, Katie Tyler, Doreen Wald, Kris Warmoth, Jonelle Watson, Laurie Weber, Deb Wentz, Lori Willoughby and George Withus

**Absent:** Lynda Bertsch, Libby Claerbout, Andy Heitkamp, Lenore Koczon, Forrest Macy, Devin McCall, Annette Mennem, Rebecca Porter, and Melissa Spelchen

**Guests:** Pam Hopkins, Deb Kinzell, Mindy Rudnick, and Tammy Wolf

**Approval of minutes:** minutes of September 16, 2015 meeting were approved as written.

**New Business**

Dr. Shirley introduced Jerry Migler, Dean at DCB as a new member to the Cabinet.

**1. Senate Reports**

**Faculty Senate**

Senate President Linda Cresap provided the following report:

- Senate meets two times a month – one is procedural in nature and the other is for discussion
- CCF is looking into the oath that is required of faculty
- Ad hoc committee to look at interdisciplinary programming
- Conducting training on security issues
- Senate wants to maintain very open communications this year – putting a lot of information out on SharePoint so faculty are informed

**HLC**

- Still awaiting a ruling from HLC on faculty qualifications – could impact some faculty
- Teams are moving along with their assignments

**Staff Senate**

Senate vice president Mindy Rudnick provided the following report:

- Cookbook price has been dropped to \$10 – still have a couple hundred left to sell
- Senate will plan on having an informational table when the SBHE is here in December
- Christmas decorating will take place again this year

## Student Government Association

SGA president Alex Buchholz provided the following report:

- MSU hosted the NDSA meeting on our campus this past weekend – was very successful and had a great turnout
- SGA is planning on pushing forward to keep GrowND tuition plan – will be doing a study on this and hopefully pass a resolution for SBHE to consider
- Sustainability committee will be looking for faculty and staff to serve
- We have a completely full senate – a lot of new senators this year

### **2. President's Report**

- President Shirley did attend the NDSA meeting held on our campus this weekend and the attendance was wonderful
- As mentioned last month, the Chancellor has formed six study groups to address among other things, tuition and fees. They will be looking at all tuition models, including the GrowND model before making any recommended changes
- OSP candidate was here this week and she did look very strong for that position
- VPAA committee is getting very close to posting the position opening
- VPAF committee is conducting two Skype interviews on Friday
- Strategic planning forums will be held next week to kick off the planning process – plan on attending either on Tuesday at 12:30 or Wednesday at noon
- Have had a tremendous response from faculty and staff to serve on the campus beautification committee
- Had a very productive meeting with MPS dual credit instructors – they are hoping we can expand that program
- Will be making tours of all the tribal colleges in the next few weeks

### **3. Announcements/Acknowledgements**

Athletics – many home events taking place this weekend; will honor the oldest living athlete at the football game; soccer is doing very well and we will more than likely get to host a playoff game on November 4; state VB will also be held at the Dome in November

Student Affairs – thanks to all who helped with the etiquette lunch; will host another opportunity for students on November 5 – “The Interview” – to give them tips; on November 5 and 6 we are hosting 5 principals from California schools; thanks to T. Wolf who has really stepped up in L. Bertsch's absence

CEL – feedback session in Bismarck went well; will look at increasing outreach to Bismarck by having people travel there for presentations; HLC credentials that were mentioned early will also apply to Dual Credit instructors and will be working with the deans to address equivalency; newsletter will be coming out in a few weeks; good responses to squadron classes at the MAFB

Enrollment – recruiters have been very busy visiting many fairs and high schools; college application day at MHS was very successful; will be traveling to Watford City next for this event; open house on

Thursday and Friday of this week; fall preview is on November 21; hired a new admission specialist; applications for spring are at 330 and for fall are 185

POWER – new area is currently being renovated and should be in use soon; have hired one additional staff but are looking for three more

CoB – major challenge is finding PT adjuncts for spring semester; hosted U. of Regina on campus; two faculty will be traveling to Viet Nam and teaching for three weeks

Grad – will be launching more advertising aimed at those in our own backyard to help them move into the next phase of their career; will reach out via social media as well

Student Center – new Sodexo manager is Patrick Friley; have included some “mindful entrees” in Buckshot’s that will provide a healthier option for meals; everyone is encouraged to complete the Sodexo survey; L. Bertsch is home for a couple of weeks but she may not be available due to the treatments she has had; things appear to be going well for her; we will have a group photo with the T-shirts that everyone ordered; thanks to all those that assisted with the Homecoming parade

Foundation – on the 29<sup>th</sup>, we will recognize new inductees into the Old Main Society – these people are recognized for their gifts of \$15,000 or more to the university – we have 40 new members; faculty and staff were given a small gift of appreciation for participating in the faculty/staff drive

HR – Title IX coordination will now be handled by L. Dooley – W. Matthews will still act as a deputy coordinator; CTF has met twice and is looking at continuing where we left off

CETL – FYE applications are due November 12; professional development session on November 3; NSSE workshop last week went well – attendees will now meet to look at implementation; thanks to all for attending the Peace Pole dedication

Publications and Design – business as usual!

PIO – have a lot of news releases coming out

Financial Aid - thanks to all who helped with the \$MRTZ event; students now may use prior, prior year financials in completing FAFSA – will be available late fall and uses two-year old data – starts next fall; Perkins funds have been discontinued – affects about 5%

Veterans – be sure to join the Veterans office on November 4 for an official ribbon cutting in Dakota Hall; many other events are planned for Veterans week – check out PIO announcements

Student Success – a total of 160 out of 280 faculty has used the Starfish system; Lake Region was here this week to talk about the Starfish system and possible implementation for them

Ed & HS – signed an Articulation Agreement with DCB this morning for the early childhood education program– will look at other collaborations with them; ASL was approved by the SBHE and we are

planning on implementation in the spring; November 4 we will host a teacher ed stakeholders retreat; on-going searches in Comm Dis and SPED; prioritization is coming to an end with open forums next Thursday

A & S – currently have four searches in progress – K. Neuharth has announced his retirement; NW music festival on campus – draws in hundreds of area students; theater production this weekend

Student Development – University Diversity Committee is planning a cultural celebration on November 19<sup>th</sup>

NDCPD – nice letter in MDN thanking Sertoma for upgrade to Nelson hall for the hearing impaired; approximately 450 people attended the “Handicap This” presentation; finishing up the 25<sup>th</sup> Anniversary events; NDCPD.org has a video highlighting their 25 years of service – check out lower left hand corner; \$1.45 million grant from Ed Dept for A-Step program – only 8 institutions received funding, down from 26 previously; thanks to those who took time to meet with colleagues from Norway

Registrar – mid-terms due in last Monday; current student registration going well

Title IX – completed a draft of policy on sexual harassment; presented to athletics and wellness center staff – consider inviting L. Dooley to present to your department or class; will be willing to work with DCB as well

Security – completed a campus walk through with SGA and identified problem areas – mainly to do with lighting; there will be active shooter training in December or January; will be meeting with Faculty Senate to discuss ways to protect the classroom in case of this event

Facilities – leaks to the geothermal are now being fixed – heat is off in a few buildings until next week; received grant for lighting and security and have already started ordering new bulbs for energy savings; maintenance building is 75% complete

Library – furniture is here and all problems have been addressed; applying for grant money for new information reference desk; applied for a collection development grant; close to hiring a catalog associate; still looking to fill the government documents position; vending machines are in; S. Banister has been asked to submit a column to the MDN about the library; have seen a nice increase in usage of services; working with Sodexo about offering coffee shop services in the library

ITC – NDUS staff were on campus yesterday to look at network security – should have a final report on our status soon; NDUS will be sending out a phishing scam to see who clicks on attachment

DCB – working with Job Corp on nursing program and hoping to make this a national site for Job Corps nursing; looking forward to working with others on campus for more collaboration

Marketing – share information on social media; plan on attending the Chamber Business after Hours on November 19

Business Office – fraud training information will be going out soon and everyone has to complete;  
President’s Staff has agreed to help fund a Preservation Project headed up by M. Timbrook

Student Health – student visits are up in the center; still have flu immunizations available; department of health has asked for our assistance in distributing a survey on a salmonella outbreak that seems to be affecting residents in Ward County

Honors – registration is underway with six honors classes available; paperwork has begun for proposing the curriculum as a minor; J. Smestad and M. Spelchen will attend the National Collegiate Honors Council on November 12 -15

#### 4. Acknowledgements

These were included with your materials for this meeting.

Adjourned at 10:45 am

Respectfully submitted, Deb Wentz