

University Cabinet Minutes
November 16, 2005
Westlie Room – 9:00 a.m.

Present: Mark Anderson, Linda Benson, Lynda Bertsch, Tricia Black, Brad Botz, Linda Cresap, Ron Dorn, Bryce Fifield, Sandy Foley, Russ Gagnon, Dale Gehring, Larry Greenwood, Cathy Horvath, Dick Jenkins, Lisa Johnson, Yueh-Ting Lee, Teresa Loftesnes, Neil Nordquist, Sandy Nordstrom, Linda Olson, Leon Perzinski, Gary Rabe, Gary Ross, Kris Warmoth, Stephanie Witwer and Deb Wentz

Absent: Caren Barnett, Britney Blackmore, Jared Edwards, Lisa Eriksmoen, David Fuller, Wylie Hammond, Rick Hedberg, Wes Matthews, and Kim Thompson.

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

Approval of Minutes

Minutes of the October 19, 2005 meeting were approved as presented.

Old Business

Graphics Standards Approvals – the President’s Staff met regarding each of the major recommendations forwarded by Woychick Design. Cabinet members received a copy of the results of this review and any changes will be incorporated into the Graphics Standards Manual.

New Business

1. Recognitions and acknowledgements/Updates/Calendar
 - Brad Damm of Chartwells was welcomed as a new Cabinet member
 - A revised listing of faculty/staff/student acknowledgements was distributed. Those recognized were Margi Coxwell, Doug Pfliger, Elizabeth Hatten, Roxi Homelvig, Heather Lider, Christina Martinez, Amanda Kitchen, Heidi Olson, Jeanne Rodger, Bill Harbort, Todd Enders, Colleen Leary, Robert Kibler, ShaunAnne Tangney, Rod Hair, Cheryl Nilsen, Conrad Davidson, Walter Piehl, Jane laPlante, Russ Hanson, Donna Harvey, Pam Hopkins, Jerry Smith, Dan Sharbono, Tyler Olson, NDCPD staff, and Dr. Lee.
 - An updated calendar of events was distributed. Items of note include: ND HS Girls Volleyball tournament being held at the Dome this week, Business after Hours on Thursday evening, Ceramics Open House on November 26th and the Campus Master Planning Open House on November 28th.

2. Department topics/updates/calendar
 - Items of note:
 - Enrollment Management – CEL will be hosting 3 open houses – Bismarck, Fargo and Regina. They are also working with the Alumni/Advancement office in holding forums for both grad and undergrads at the end of January. CEL will have a booth at the Chamber’s Business After Hours event on Thursday.

COB – an entrepreneur workshop is being held on campus today.

ITC – trying to schedule an update to the WAN link for the beginning of December. Although no downtime is expected, the potential exists. Contact ITC if there are any problems.

Financial Aid – a workshop is being held for local area high school counselors

Grad School – part two of their strategic planning session will be held on November 29th from 3:00 – 6:00 pm

3. President's Report

Dr. Rabe distributed the President's Report for November 16th. Items of note this month include:

- Preliminary meetings have been held with representatives from two area tribal colleges to discuss collaborative projects and potential shared programs. Future meetings will continue to discuss an articulation agreement for specific programs.
- The open house/atrium event held on October 27th was well attended and additional comments were received for review by the Planning and Budget Council as they proceed with their strategic planning efforts.
- A meeting was held with Minot Public Schools administrators to discuss future collaborations and joint powers agreements, among other topics.
- We are continuing to prepare for the Higher Learning Commission self study and team visit. A coordinator will be appointed shortly, at which time, the campus will begin work for the self study.
- A revised Centers of Excellence application will be submitted in January
- Extending office hours is being carefully considered by administrative offices in light of recent resolutions by the Student Association recommending expanded service hours.
- The results of the Public Information survey have been compiled and will be useful in reconfiguring our public information office.
- Discussions have been held on establishing a possible cooperative arrangement between MSU and Sias International from China. Plans are underway to visit Sias in February.

4. Classroom Accommodations for the Disabled – Evelyn Klimpel, Disability Services Coordinator, provided a brief overview of the services her office provides as well as guidelines for faculty and staff to follow regarding student disabilities. There will be a training workshop held via IVN and faculty is encouraged to attend. It was suggested that the workshop be taped so it can be made available for adjunct faculty.

5. Other

- R. Dorn provided an update on capital improvements on campus. Bids for the Ballroom and Dakota have been opened and both came in higher than originally budgeted for. Work on the Ballroom will start during the winter break with an anticipated completion date in late spring. Bids for Crane Hall will be opened next week.

- Registration – L. Johnson reported that senior students and most junior students have completed their registration for spring. Overall, it is going well. There have been minor glitches that they have been able to resolve.

Adjournment

The meeting adjourned at 10:20 a.m. The next meeting will be at 9:00 a.m., December 21st in the Westlie Room.

Minutes prepared and submitted by Deb Wentz.