

University Cabinet Minutes November 19, 2008

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

Absent: Kristi Berg, Wylie Hammond, Kevin Harmon, and Cathy Horvath

Guest: Anton Huether

Approval of Minutes

The minutes of the October 15, 2008 meeting were approved as presented.

Open Discussion

Financial Aid - staff are hosting local school counselors this morning.

Old Business

1. EOP Update – four major sections of the policy/procedure are set to go to President's Staff for their review and approval.

Meetings with emergency coordinators around campus have been held. We are currently seeking training with the ND League of Cities to provide comprehensive training in the spring. We will conduct a mock emergency event which will be announced to campus prior to it happening. After this is completed there will be another one that will take place at an unannounced future date.

It was suggested that student participation in Notifind may increase if it is part of the registration/orientation session. This has been incorporated into our current sessions and we also ask current students to update their information as well.

There have been some complaints with getting numerous phone calls from the Notifind system. If you terminate the call prior to taking the action that is requested, the system believes that you have not received the emergency information and so it will continue to call you. Everyone is reminded to listen to the whole message and do what the message instructs you to do before disconnecting from the call.

The employee list with Notifind needs to be cleaned up as many former staff members received the Notifind notification during the recent campus closing.

There is still some work to be done with Notifind for those people who work on a campus other than their home campus. For example Russ Gagnon did not receive any notification during the recent closure. This is being addressed and should be resolved soon.

There were several complaints from campus constituents about the lateness of the notice. We have since refined our processes and Roger Kluck is the primary person responsible for making any weather related decisions. He will consult with a variety of other groups such as police, MAFB, sheriff's department, area schools, etc. before making any decision. The plan is to have a decision and notice out by 6:00 a.m. if there is a weather related closing or cancellation of classes.

There have been some concerns raised about the perception that the safety of students is more important than that of staff and this is simply not true. We do still need to keep the campus running during weather emergencies as we do have people living here. We still need to have people here to make sure that meals are prepared, walks are cleared, etc. Everyone is asked to use their best judgment in deciding to come to work when the weather is questionable.

2. CEO Cancer Gold Standard – Tobacco Free Campus

Caren Barnett provided a summary of what is needed in order to be accredited as a CEO Cancer Gold Standard campus. There are three cornerstones that must be met:

1. Campus must be tobacco free
2. Campus must provide and promote healthy and nutritious food options as well as fitness facilities.
3. Campus must provide education on prevention of illnesses as well as treatment for those seeking help living a healthier lifestyle.

Caren presented a motion that the campus go completely tobacco free effective January 1, 2009. Lisa Eriksmoen seconded the motion.

Discussion:

At last month's cabinet meeting everyone was asked to discuss the issue of the campus going tobacco free with each of their respective departments. Results of these discussions were as follows:

NDCPD – all agreed to go along with the proposal but do have some reservations regarding enforcement. At present, the smoke-free policy is not enforced and this would probably end up the same way.

SGA – also agree with what NDCPD has stated. They believe the current policy is somewhat insufficient as it is not being enforced.

College of Business does support the campus going tobacco free. They believe there should be more public awareness especially for public events held on campus.

Suggestions from cabinet included: make announcement during sporting events, if hosting a conference on campus any literature that is sent to participants should include smoke free statement, reminders should be sent to the campus and students at the beginning of each semester.

ITC – concern is that if we ban smoke-less tobacco will that lead to banning of other things that are not necessarily healthy for you such as caffeine, trans fats, etc. There is not an issue of second hand smoke with smoke-less tobacco so they don't really see a need to ban it.

College of E & HS – expressed the same sentiments as those expressed from ITC. If it is not detrimental to others why get involved.

Faculty and Staff Senates – both support tobacco free campus

Chartwells – it is very hard to tell people who only get a 15 minutes break that they have to leave campus to smoke.

It should be noted that we are not asking people to give anything up except for when they are on campus. We are only promoting a healthy lifestyle. Maybe we need to offer cessation sessions again and include all tobacco products.

Plant Services – one person believes doing this is taking away personal rights.

Library – some felt that it infringes on personal liberties but the majority is in favor of the tobacco free initiative

Residence Life – in total support

Business Office – majority support it

The vote was called – 1 abstention; all others members voted in favor of motion. Motion to go tobacco free effective January 1, 2009 passed. The next steps will include sharing this information with the campus, posting signage, etc.

New Business

1. One of the purposes of the University Cabinet is to improve communications across campus. It is very important to share information you receive here with others in your areas. Items discussed here should be included in regular department meetings. Everyone should be reminded that another purpose of cabinet is to provide a forum to express ideas and people are encouraged to attend cabinet to share suggestions in helping to improve our university.
2. Open Forum Concerns – each cabinet member should have received the list of concerns, questions, and suggestions that were gathered at the two recent campus forums on November 13th.

3. Acknowledgements

The following individuals were recognized for their extra efforts this last month: football coaches, plant services staff, Sherie Saltveit, Mark Timbrook, Wellness Fair Committee members, Kathy Haarstad, Susie Mack, Darren Olson, Neil Fulton, Kelly Buettner-Schmidt, Ken Story and Amy Armstrong.

4. Announcements/Updates

SGA – they are losing 3 senators at the end of the semester.

The NDSA is holding their meeting this week with a focus on goals and lobbying strategies for the upcoming legislative session.

Business Office – would like to thank all those that contributed sick/vacation leave to Cindy Geyer. She has met her current need for her illness.

Our Grow ND Tuition proposal that was approved did not include the piece about a per credit charge above 18 credits. The SBHE has allowed us to bring it back in December.

There was an official looking SPAM email that many on campus received which stated it was from IT and that individuals were to verify their names and passwords to continue their email accounts. Everyone must be diligent about not opening or responding to emails of this sort.

There have been some questions regarding who must sign up for Notifind. Per SBHE policy all faculty, staff and student workers are required to sign up for the service.

Marketing – Members are encouraged to participate in the Chamber Showcase of Business. It's another Meet the Beavers at the mall on December 6.

College of E & HS – Social Work students in Minot and Bismarck held another successful Freezin for a Reason event.

Student Life – Heidi Jo Peterson has been hired as a nurse practitioner beginning 12/29

Plant – Swain construction is underway. You are welcome to stop by and look at the demolition. Due to the construction, we have had to move some handicapped parking spots to the SE corner of the Dome. State Volleyball tournament starts tomorrow at the Dome. This will affect parking around the Dome.

RSP - a revised intellectual property policy will be going to faculty senate soon. The policy itself has not been changed but rather just needed some clarification.

PIO – it may be between 1 – 3 months before we have any information from the Economic Report television taping that we can use. Thanks to all those around campus that participated in this production.

Everyone please use the Web based calendar. Remind those in your areas to use it and refer to it as well.

Winged Victory – the artists have determined that the sculpture is beyond repair and we are currently looking at some other options such as a bronze rendition.

Advancement – Mark Schnabel joined MSU as the Major Gifts Officer in the advancement office.

Student Affairs – please take in the activities in celebration of Native American Awareness Week. There are several speakers throughout the next few days as well as Indian Tacos for sale today in Old Main. All activities are sponsored by the Native American Cultural Awareness Club.

The SAC has scheduled a band to perform in the Beaver Dam today.

Staff Senate - the first Staff Senate Leadership Council was held recently on the campus of UND. The goal of the council is to establish a solid, united foundation among staff leaders throughout the NDUS and obtain a seat on the SBHE

NDCPD – visiting professor, Jan Meyer is leaving this weekend. If your schedule permits stop by NDCPD tomorrow at noon for a farewell potluck lunch.

International – the recent passport drive served 90 people. 67 new passports were issued, 8 renewed and 15 were denied due to inadequate identification.

Bottineau MSU-B has been tentatively chosen as the sponsoring institution for the summer, 2009, Chautauqua event.

Bottineau EDC is considering transferring ownership of their Tech Center to MSU-B.

The athletic department is working on summer team camps and has set tentative schedules for football, basketball, and baseball.

A consultant will lead the campus through a process in thinking about a new name for the college.

5. President's Report – please review and share with your areas. This is also posted on the Web.

Meeting adjourned at 11:00 a.m. Next meeting will be November 19, 2008.
Deb Wentz, Recording Secretary