

University Cabinet Minutes
April 20, 2016

Present: Brent Askvig, Stephen Banister, Lynda Bertsch, Linda Cresap, Conrad Davidson, Melissa Fettig, Russ Gagnon, Laurie Geller, Kevin Harmon, Rick Hedberg, Andy Heitkamp, Alysia Huck, Gerri Kuna, Teresa Loftesnes, Holly Major, Wes Matthews, Annette Mennem, Jacek Mrozik, Beth Odahlen, Cari Olson, Gary Orluck, Leon Perzinski, Rebecca Ringham, Marv Semrau, Melissa Spelchen, Steven Shirley, Brian Smith, Katie Tyler, Doreen Wald, Kris Warmoth, Jonelle Watson, Laurie Weber, Deb Wentz, Lori Willoughby, Brent Winiger, and George Withus

Absent: Alex Buchholz, Libby Claerbout, Lisa Dooley, Lisa Eriksmoen, Patrick Friley, Forrest Macy, Jerry Migler, Cheryl Nilsen, and Gary Rabe

Guests: Mindy Rudnick and Elizabeth Sund

Approval of minutes: minutes of March 23, 2016 meeting were approved as presented.

New Business

1. Senate Reports

Faculty Senate

Senate President Linda Cresap provided the following report:

- Senate elections will take place tomorrow
- Final committee reports are starting to come in
- Faculty handbook is updated and posted on the web

HLC

- Seven people attended the HLC Annual meeting the last 3 ½ days
- Were able to verify some things in particular relative to faculty qualifications to teach
- We need to focus on three years of historical data

Staff Senate

Senate Vice President Mindy Rudnick provided the following report:

- The silent auction raised \$1,250 in support of Companions for Children; thanks to all that donated and purchased items
- There will be some staff development sessions coming up dealing with Google analytics, and advanced Excel and Word training
- Elections will be held next month

Student Government Association

SGA President Alex Buchholz was not present but did provide the following report:

- With elections completed, SGA has switched over to the new leadership at their last meeting; A. Buchholz will remain as President
- Professor and Advisor of the year will be announced soon

2. Application Status

Enrollment Director, Katie Tyler presented data regarding applications for the upcoming fall semester; items included number of applicants, number denied, and number that matriculated. Other useful information included a breakdown of applicants by academic program. A meeting was held last week to have a follow up discussion from a previous meeting regarding enrollment strategies; an opportunity for increasing transfer students exists with WSC students due to their free two-year tuition plan

3. Interim Higher Ed Meeting

- The Interim Higher Ed Committee met on the MSU campus this week. Thanks to all that helped with the social on Monday evening and throughout the day on Tuesday during their meeting. Some of the highlights presented to them regarding MSU successes included:
 - The Challenge Grant committee did approve our request with the \$2 million Severson funds bringing the total up to near \$3 million
 - Power Grant award
 - NDCPD and the amount of money brought in through grants
 - Starfish program and how it is proving to have positive results for MSU
 - Retention and graduation rates on the rise
 - Reaccreditation for our College of Business
 - New academic programs including Sign Language, minor in Sports Management, and an Entrepreneurship major and minor
 - Facility upgrades (video board in Dome, Press Box, seasonal Dome for football field) all paid for with city or donated funds – no appropriated funds were used
- Current highlights/issues included:
 - Completing a new strategic plan
 - HLC preparations and on-site visit in October 2017
 - Addressing ongoing enrollment challenges
 - Were able to complete the allotment process with no effect to students; have formed a budget committee to look at budget issues on an ongoing basis
 - Minot did receive money through the HUD resiliency competition and MSU is a part of that funding; at this time we have not received any of the parameters for how this money is to be allocated through the various entities
 - Continue to increase collaboration where possible with DCB and do share services such as publications/printing productions and payroll services
 - There has been a 100% turnover in the administrative team since Dr. Shirley came on board
 - GrowND tuition model and how important this is to MSU
 - Addressing a nursing shortage by forming a partnership with a health care provider

4. President's Report

- It has not yet been determined whether or not there will have to be a second round of allotments – we should know after the next revenue forecast is done in July
- UND has made some pretty radical cuts in order to meet their allotment; NDSU appears to have been able to make less drastic cuts
- There are a lot of student activities taking place and all are encouraged to attend these to support our students; currently theater is showing a production of The Chalk Circle and the athletic department hosted a lip sync contest to raise funds for injured football player, Chase Kimball, netting \$1,500
- Congratulations to R. Hedberg on being named the new VP for Advancement; also thank you to T. Loftesnes for going through the application/interview process; we will begin the search a new AD soon

- MS in Sports Management should be approved at the next SBHE meeting on April 28
- Encourage attendance at the May 3 & 5 Strategic Plan forums
- A retirement party for VP M. Semrau will be held on April 27th
- Who's Who lunch is today at noon
- Please attend the FYE recognition reception tomorrow if you can
- Earth Day is on Friday and we will be participating in some campus cleanup with a special focus to hit the area north of the campus going up Broadway; PIO requested that if there are large groups going together, let them know so they can contact media
- We are currently advertising for the HR Director and have received 13 applications to date; congratulations to Wes on his new job out of state

5. Announcements/Acknowledgements

VP SA – encourage everyone to participate in student activities; L. Eriksmoen is dealing with some health issues so keep her in your thoughts

VPAF – budget recommendations committee has met and are currently identifying specific areas for focus

Athletics – home baseball this afternoon at 1:30; softball plays this weekend on the turf; Sr. Banquet is on May 12th; Chase Kimball update – he is recovering well and is able to walk on his own; he plans on being here this fall to finish his degree

HR – there are still a few reviews out – please get them in soon

DCB – will offer summer developmental Math classes as well as a lab science

POWER – will plant a POWER Garden where students can help with planting and harvest; received notice from the Department of Education about offering a 3% increase in the grant if we intensify our services or increase students in the program, currently working on their requirements; still have 1 position open

Registrar – commencement is consuming all efforts of the office

Student Services – hosting another Connect session next Friday the 29th

Student Center – a sign-up sheet was distributed to get volunteers to help with the finals breakfast on May 9th; May 11 is the employee appreciation event

A&S – looking for a music and Math chair

Advancement – we were successful with our Challenge Grant request – next round of applications is July 1; Regents and Gala are both on May 6

NA – Powwow preparations are consuming all time these days; on May 7 all are invited for a free buffalo feed in Buckshot's starting at 5:00

VPAA – slowly transitioning into position with Dr. Rabe – lots of meetings

CETL – still hiring tutors for next year

International – tax season just ended and was successful; international student taxes were outsourced this year

Veterans – club is getting more active and involved; finishing up work on a sweat lodge on campus; there will be a Memorial Day event again in May; support our troops drive still accepting items through end of the month

Honors – finishing up the semester; will have nine grads and their graduation party is on May 12

Publications and Design – office has been very busy with end of the year events

Marketing – working on graduation videos to play on the big screen before and after graduation; Buckshot's birthday party is next Thursday at 11:30 in the quad

PIO – busy with end of year items

CEL – on April 29 there will be a recognition event for our eight SW graduates in Fargo; May 19 we will recognize our BSC graduates in Bismarck; planning a new student orientation and open house on July 26 for MSU students at BSC

Grad – Hooding will take place at 8:00 on the morning of May 13th; will once again offer MME in the fall

CoB – hosting a retirement reception for T. Seymour on 5/2 at 2:00; U. of Regina has invited us to take part in an International Case Study

NDCPD – currently have applications out that would total \$3M if they are completely funded; May 10 & 11 Professor Jan Meyer will be on campus; May 17th we will be hosting the ND Symposium on Critical Issues in Intellectual and Developmental Disabilities – Sue Swenson, Deputy Assistant Secretary for Special Education and Rehabilitative Services, Office of Special Education and Rehabilitative Services and Amy Hewitt, Director, Research & Training Center on Community Living at the University of Minnesota will be the key speakers

Security – emergency lockdown practice session will be conducted sometime after graduation – this will exclude the residence halls

Facilities – geothermal repairs will start after graduation – we do not know how extensive these will be until we dig it up

Student Health – increase in counseling services over this same period last year; watching for cases of mumps – ND has noticed an increase in mumps cases; there has also been an increase of TB cases nation-wide

IT – we will be participating in the e-waste program again this year; the new phone/voice mail system is approved; switch over to Office 365 by August

GBO – on 4/26 at 2:00 there will be an open house to showcase their new layout; on May 9 at 6:30 the therapy dog will once again visit the library; still looking to hire a new night person

IR – course evaluations will be sent to students on April 25

Financial Aid – thanks to departments for getting scholarship information in; the number of FAFSA applications are up considerably from last year;

Business Office – working on fiscal 17 budget – there are new processes due to allotments; don't buy anything in June!

Enrollment – thanks to those that helped with the spring open house last weekend; looking at doing some community visits this summer to have coffee with area students; will be visiting students that are accepted at their own schools rather than having them come here

6. Announcements

Everyone is invited to the FYE reception tomorrow.

Adjourned at 10:30 a.m.

Respectfully submitted, Deb Wentz