

University Cabinet Minutes
November 23, 2016

Present: Brent Askvig, Stephen Banister, Lynda Bertsch, Linda Cresap, Conrad Davidson, Lisa Dooley, Patrick Friley, Russ Gagnon, Laurie Geller, Kevin Harmon, Rick Hedberg, Andy Heitkamp, Alysia Huck, Gerri Kuna, Teresa Loftesnes, Holly Major, Devin McCall, Janna McKechnie, Annette Mennem, Jerry Migler, Jacek Mrozik, Cheryl Nilsen, Beth Odahlen, Leon Perzinski, Rebecca Ringham, Mindy Rudnick, Zeni Shabani, Steven Shirley, Jessica Smestad, Brian Smith, Katie Tyler, Doreen Wald, Kris Warmoth, Laurie Weber, Deb Wentz, Lori Willoughby, Brent Winiger, and George Withus

Absent: Alex Buchholz, Andy Carter, Libby Claerbout, Lisa Eriksmoen, Melissa Fettig, Cari Olson, Gary Orluck, Marc Wachtfogel and Jonelle Watson,

Guests: Elizabeth Sund and Steve Swenson

Approval of minutes: minutes of October 19, 2016 meeting were approved as presented.

New Business

1. Senate Reports

Faculty Senate

Senate President, Zeni Shabani provided the following report:

- Work continues on a faculty sick leave policy; NDUS has created a committee with two representatives from each institution to work on this; hard to draft as everyone has their own interests for their campuses
- Went through recent bylaw changes on the Committee on the Evaluation of Teaching; information was sent to each college to vote on committee members
- The Academic Policies committee will review the issue of accepting transfers from non-accredited programs; a recommendation will be forthcoming to the full senate
- Emeritus status was reviewed and it was agreed that these faculty should receive the same benefits as regular faculty; a notice will be going out soon

Staff Senate

Senate President Mindy Rudnick provided the following report:

- PR committee has been working on a few events – complete the turkey scramble for your chance to win a pie for Thanksgiving; they are also looking at some different events during finals week
- Scholarship application deadline is December 15
- Final details on “staff of the month” are being worked out
- Please submit comments and suggestions on the Staff Senate web site
- Future start time for meetings will change to 8:30 a.m.

Student Government Association

The following report was proved by Leon Perzinski:

- Attended the student leadership conference in Florida last week; received good information
- Had a Tie Blanket event and had 250 attend
- Finance committee is currently meeting about activity fees for the various clubs
- Finals breakfast is on December 12 – looking for volunteers to help serve

- There will be a live reindeer in the Beaver Dam on November 29 from 4:00 – 9:00 – stop by and have your photo taken with the reindeer

2. HLC

- Work is moving along; committees are turning in drafts for each of the sections

3. President's Report

- Thanks to all those involved with the Campus Preview Day; had a great turnout and received many compliments
- Thanks to A. Heitkamp and R. Ringham for securing mini-grants to offer statewide training for faculty and staff regarding service members and veterans benefits and evaluating their transcripts
- Thanks to A. Mennem and the NA Cultural Club for all the events that were held during the celebration of Native American Awareness month
- SBHE did adopt a new tuition fee/model that will be implemented Fall 2019; there is an opportunity, however, to make a claim for an exception and we will be doing that soon; the board will take under advisement and consider all requests
- The board would like tuition and non-mandatory fees to blend together so it is simplified when advertising rates
- No new information on the budget; the Governor will present his plan for the next biennium on December 7th
- MSU President's staff will be hosting area legislators on campus on December 1; they will follow with lunch with SGA members

4. Announcements/Acknowledgements

VPAA – reiterated Dr. Shirley's sentiments about the Fall Preview Day and the many other events that have taken place in the past couple of weeks; the International Cultural Fair was well attended and the students were excited to share their culture with everyone; work on Orientation and Welcome Week continues; there is a two minute lecture today in the Beaver Dam at 12:30

VPSA – thanks to the Student Affairs staff for all their work in hosting a variety of events this month; special thanks to D. McCall and his staff for providing Thanksgiving meals to students remaining in the halls over the break

VPAF – Sodexo did a fantastic job with the Thanksgiving feast in the cafeteria yesterday; looking at various ways to use programs that will simplify and improve HR processes; a federal judge has ruled an injunction against the OT rule in the FSLA so for the moment this is on hold; electronic workbooks for the new budget development process have been sent out to campus

Advancement – thanks to all those faculty and staff who have already giving to the annual drive; there may be an opportunity after the first of the year to obtain more Challenge Grant funds as some of the colleges and universities have yet to meet their match

CETL – if you are interested in helping with the upcoming Connect and Transitions sessions please let Beth know; get nominations in for student of the month; already have 13 learning communities for the fall term

Honors – still waiting for final approval on turning the Honors Concentration designation into a Minor; many students are presenting their thesis and all are asked to attend if scheduling allows

Athletics – congratulations to the soccer team; winter sports are officially underway; athletes will be doing videos for an anti-bullying campaign; W. McManus is the new associate director of internal operations/Sr. Women’s Administrator

Student Success – will be hosting a December graduation event on Tuesday, November 29 in the conference center – please attend if you can

Publications/Design – the grad and undergrad catalogs are available for print; if you wish to order any please let D. Epperson know

PIO – please put events on the calendar; M. Timbrook has people from the Library of Congress on campus to look over some collections in the basement of Pioneer and they have agreed to take all 10,000 pieces; the ND Historical Society is also taking possession of some historical articles that are also in storage

Alumni Association – we are at 34% for faculty and staff giving; the Alumni Gala is set for April 28th at the Grand Hotel; Annual Excellence mailing will go out after the holiday

Sodexo – have held many different events in the cafeteria over the last month; N. Russell, VP for client relations visited campus and met with various stakeholders; student surveys have been completed and will now be evaluated; look for some changes coming in Buckshot’s to enhance the faculty and staff lunch experience

POWER – three new employees start within a few days

Veterans – has been an extremely busy month; have received many positive comments from other institutions and they are looking to us for help with veterans/military students; during veterans week we hosted 14 different service groups on campus to help our veterans/military students; working on spring certification

Enrollment – we are up 35 applications for spring; busy with high school visits, Saturday visits, and athletic events; information regarding fall applicants by academic program was distributed

Financial Aid – will be holding training for Academic Advisors next week – 11/28 and 12/1; grading reminder to all faculty

International – please reach out to our International students – since the election, they are feeling some nervousness by the general community – not so much on campus but be extra vigilant about any negative comments/actions

Grad School – waiting for final document for Sports Management approval

A & S – couple of searches in progress; working through budgets for coming year

NDCPD – staff will be attending a national Conference in Washington D.C. next week and will present eight papers; R. Daigneault received a Diversity Fellow through the US Department of H&HS which has been granted to Lyle Poitra from the Turtle Mountains; the 5-year core grant is due on March 2; have finalized four main goals to concentrate on; gearing up for upcoming state and federal legislative work

EdHS – wrapping up fall semester; held a stakeholders retreat last week to share ideas and suggestions; completed an MOU with Lake Region State College to offer a 2+2 collaboration on interpreting and sign language studies; Annual Renaissance Feast is next week – several MSU faculty/staff are involved

CoB – sub-committees for the Strategic Plan have begun their work on setting action items; hope is to have the first draft done in January for an open forum presentation; College is busy wrapping up the semester

CEL – have hired a replacement for M. Timbrook – D. Tiedman started on Monday

Native American – thanks for all the participation in all the events; club is very strong this year and have planned fund raisers each month to support the powwow; the NA Club has been challenged by the Vet's club to a triathlon; Diversity Committee event this year is Christmas Around the World in the Multicultural Center; have planned a visit to New Town next week to meet their new administration

Residence Life – will be serving a Thanksgiving meal in Cook Hall on Thursday; also have other activities planned throughout the weekend; not sure how many students will remain on campus during the winter break as we are not closing the halls during this time – working on food options and more formal activities/events during this time

ITC – email switch for students will be happening soon; will need to clean up computer labs during winter break

Plant – gearing up for winter maintenance

GBO – library social 4:30 – 5:30 on December 2

DCB – the college hosts a book read every year and this year the ND Humanities Council will be bringing in the author of the book they have chosen – Deeply Rooted by Lisa Hamilton; have hired a business manager that will be shared with MSU; formed a task force to look at residence halls and dining

Marketing – have two Be in the Know sessions coming up; please support the many student events taking place

Title IX – training will be mandated and will begin next fall; working with CETL and the Registrar to offer training to students; Sexual Violence Advisory Council met last week and offered very good suggestions; Sexual Misconduct policy was submitted to Department of Education for approval

Registrar – staff have started the process of completing audits of potential graduates to make sure they have what they need; emails have been sent to currently enrolled students who have not yet registered for spring

Book Store – wrapping up the end of semester

Other – KMSU Auction is on December 8 on Channel 19; Buckshot's will be open this Friday for lunch service

Adjourned at 10:15

Respectfully submitted, Deb Wentz