

University Cabinet Minutes  
April 13, 2011

Unapproved minutes

**Present:** Brent Askvig, Stephan Banister, Caren Barnett, Linda Benson, Lynda Bertsch, Libby Claerbout, Linda Cresap, Conrad Davidson, Lisa Eriksmoen, Brian Foisy, Sandy Foley, David Fuller, Russ Gagnon, Rod Hair, Kevin Harmon, Rick Hedberg, Cathy Horvath, Dick Jenkins, JoAnn Linrud, Teresa Loftesnes, Wes Matthews, Selmer Moen, Cheryl Nilsen, Neil Nordquist, Cari Olson, Leon Perzinski, Rebecca Porter, Marv Semrau, Doreen Wald, Kris Warmoth, Jonelle Watson

**Absent:** Dale Gehring, Roger Kluck, Chase Lee and Carlos Soza

**Guests:** Lenore Koczon and Derek VanDyke

**Approval of minutes:** approved as written

**New Business:**

**MSU Ambassadors Briefing:** Derek Van Dyke, advisor, and former ambassador president Jacey Peterson and former ambassador vice president Kaitlyn Enns attended the National Student Leadership Conference which focused on activities such as positive thinking, problem solving, leadership, team building, and conflict resolution.

Ambassadors assist with events such as tours, orientation, greeting at special events, the GALA live auction, and the community block party. Departments should contact Derek anytime ambassador assistance is needed at an event. During tours feel free to interrupt to say hello or showcase an area of interest in your department.

The number of ambassadors continues to grow. Currently there are 25. The recruitment process is completing an application, interviewing, and a vote.

**Introductions and Welcome:** Dr. Fuller welcomed Dr. Lenore Koczon, new VPAA effective June 1, 2011, Susan Ness as the new director of Public Information, and Doreen Wald, new director of Publication and Design.

**Department Reports:**

**Housing:** Numbers are 100 over from last year and upper class rooms are full with returning students. Please get the word out: Apply NOW. We may have to consider capping, or make changes in single and double rates, and considering what to do we do if numbers remain high. The Noel Levitz plan will help determine the next steps.

Dr. Fuller noted that renovation of food services will begin this summer and stressed that Sodexo is providing the funding. The Senate approved renovations of the food center 40/7.

College of Business: Slaaten Center renovations are progressing. The bid opening is Friday 4/15/11. Construction should begin after commencement.

CEL: Successful Energy Symposium with 166 participants; a 43% increase from last year. There are enough dollars remaining for a third year event with no cost extension. Thanks extended to Marketing and PIO for advertising the event.

University for Teens, an extension of College for Kids, is launching summer 2011 with math and cemetery camps for junior and senior high school students. Summer 2012 plans are to offer camps in energy and respite care. Minot Public Schools has stepped up their program and we now have some competition.

June celebration of 50 years of CEL at the Minot Air Force Base.

UND has received an OSHER foundation grant to offer life-long learning institutes (OLLI) in ND. BSC and MSU have been chosen as sites and Kris is working on the details with UND.

IT: Wireless set-up equipment and parts have been purchased for Campus Heights. Cathy acknowledged her student workers assistance; they are GREAT; working with SRT regarding the change-over of IP with Summer Theater; Lisa Haman's office has been relocated to the IT department in Old Main but the fiber room cannot be moved at this time; long distance statements are now digitized. Let Cathy know if you prefer detailed statements.

Athletics: NCAA membership committee on campus the next two days. This will determine if we move on to year three.

Student Health:-very busy; program on the meningitis vaccine will be required

Controller: working on FY 12 annual budget; meeting with deans on budget allocations.

Public Information: New Director is planning to meet with departments to get to know everyone and see what PIO can do to assist.

NDCPD: Received award from the Department of Health and Human Services for early hearing detection and intervention project; received notice of contract from Department of Human Services aimed at affordable community housing for those with disabilities-\$750,000 for two years-begins April 15; Autism proposal submitted. Should hear back by May 9 if funded (\$400,000); working with DCB with paraprofessional program;

International Programs: hosted visit from SIAS representative; Emma Collins (UK) & Puyol Yoon (South Korea) were crowned Mr. & Ms. International; gearing up for summer study tours-20 students are signed up; the Norway trip was a great success and the students were amazing.

Graduate School: writing workshop this weekend; research poster session April 29; grant funding may be cut so MSU will need to look at other opportunities.

RCJC: ND Department of Health grant to encourage arrest in NW region of the state has been submitted; victims assistance academy on campus June 5-10; Victims assistance faculty on campus for training April 19.

Human Resources : Early stages of prep with Red Cross if Dome needs to be a shelter; some MSU employees are dealing with flood issues. Help from others was given to Pat Lomire; Robert Kibler and Alex Deufel are also affected; Brian added dam failure in Burlington is likely; MPS has to worry about a few schools being evacuated; Dr. Fuller stated the National Guard may be called upon which will impact our students so please excuse them from classes; staff evals due April 21; annual retirement social is scheduled for May 3.

Admissions: new and transfer students are up significantly from a year ago; agreement signed with Shanix University; negotiations with Lethbridge; Noel Levitz on campus next week April 20 & 21.

CEHS: Nursing chair search in progress; CASCLS hosting national conference June 15-17; Mental Retardation program name will change to Intellectual Developmental Disability & Autism; NCATE results expected in two weeks; Nursing program acceptance expansion in progress. This is a request of Trinity as they are adding more physicians; nursing active with grants: Bremer Corp to finish support system needed with simulation; Briercrest collaborations may be expanding to Social Work; congratulations to Heather Golly on completion of her PhD; Jaimie McMullen was given award for best research by first year faculty member and presenting at conferences; Terry Eckman led a group to the legislature.

Marketing: helping campus to promote summer registration deadline of May 1; thanks extended for participation in MSU at the Mall- best event in five years! Another day is available at the Mall; new employees will now receive a staff orientation.

Bookstore:book faculty book adoptions are due April 21; book buy back is May 9-13; spring rental program went well.

Business Office: tremendous success with the rental program; extremely important faculty get their adoptions in so the rental program can continue; B & N proposing a scale back of employees which means losing one full-time cashier; Geothermal is back on the list for \$5 million state tax funds.

Library: moving forward with Information Commons. Hoping to have the proposal complete by May.

VPAA: direct report evaluations; EID passport conversations continue for the center of excellence opportunity.

Advancement: Beaver Ridge completion date may be earlier than October; capital campaign efforts continue-- Clint and Connie accepted offer to be honorary co-chairs; MSU Gala is April 29—Dr. Fuller highly encouraged attendance at this event that our community supporters also attend.

President: Vision 2013 merit awards notification was sent; graduation rate is up

VPSA: Searches: Veteran Center Director, (Pam Hopkins will be the new administrative assistant); Native American Director

Institutional Research: enrollment projections begin in May; collecting Noel Levitz data for next week visit; FSSE started April 5 (22% response rate to date); NSSE completed ( 22% response rate from students); CLA data has been sent; IPEDS data due today (includes graduation rate of 39%); research brief will be out soon on the employer survey; please allow at least a two day turn around on data requests.

CAS: faculty searches continue; VPAA search committee received kudos for their work; *Much Ado About Nothing* opens Thursday and runs through Sunday.

Student Activities: Max Buchholz elected president. Turn-over on April 18; Spring Week activities this week; -May 3 Senior Send Off Day; hats off to IT and facilities with all the events this past year; homecoming planning has begun.

Registrar: Deb Kinzel is now associate registrar; Crystal Michels moved to the transfer student specialist position; will be hiring a new administrative assistant; commencement planning.

### **Senate Reports**

Faculty Senate: The General Education Summit will be held in Fargo on April 29th. Now that the ND General Education Advisory Council has had its constitution ratified by a majority of the institutions in the state (NDUS schools, privates, and tribal), representatives from each institution are being selected. MSU has elected Andrea Donovan for its representative from the College of Arts and Sciences. A second faculty representative and an alternate will be elected in the at large faculty election April 19th. The General Education Advisory Council will be a forum on general education issues and make policy recommendations concerning issues such as transferability.

Staff Senate-Orientation committee beginning May: get 1 hour consult with HR, and campus tour; voting will be electronic; Fall Kick off planning in the works;

SGA-business as usual

### **Announcements and Acknowledgements**

- Roger and his staff for their efforts this winter with snow removal
- Neil Fulton: appointed to State Technical Committee
- Chris Beachy, Linda Olson, and Sara Deutsch for their involvement with the Bismarck fifth grader visit
- Marketplace for Kids helpers/volunteers
- Tyson Snelling, student assistant, for his diligent work with Canadian activities and the information corner.
- Gary Ross, Anton Huether, Jeff Meyer, for their sandbagging efforts at Pat Lomire's home
- Nancy Mickelson assisted with sandbagging in Burlington

## **President's Report**

- Legislative Session
- Energy Symposium
- Construction begins on Wellness Center
- Weather
- Comprehensive Advising Plan
- General Education reviews and processes
- EID Passport Discussions for a Center of Excellence
- Geothermal project updates
- Earth Day events April 15

Respectfully submitted, Penny Brandt