

University Cabinet Minutes
May 26, 2010

Present: Brent Askvig, Linda Benson, Linda Cresap, Ron Dorn, Sandy Foley, David Fuller, Russ Gagnon, Dale Gehring, Kevin Harmon, Rick Hedberg, Sarah Henderson, Cathy Horvath, Dick Jenkins, Roger Kluck, JoAnn Linrud, Teresa Loftesnes, Mark Lyman, Wes Matthews, Cheryl Nilsen, Neil Nordquist, Sandy Nordstrom, Leon Perzinski, Gary Rabe, Marv Semrau, Kris Warmoth Jonelle Watson and Deb Wentz

Absent: Caren Barnett, Lynda Bertsch, Libby Claerbout, Brad Damm, Conrad Davidson, Lisa Eriksmoen, Rod Hair, Chase Lee, Dennis Parisien, and Jennifer Sick

Guests: Laurie Geller and Heather Martin

Approval of Minutes

The minutes of the April 21, 2010 meeting were approved as presented.

New Business

1. Senate Reports:

Faculty senate – President Cheryl Nilsen reported that over the summer the senate does not meet as many faculty are not available. There will be some carry over items in the upcoming year.

Staff senate – President Linda Benson announced that senate elections have been held and new officers are in place for the coming year. Have begun work on the fall kickoff event scheduled for August 18th.

Student Government – there has been no new business – meetings will begin again in the fall

2. Announcements/Acknowledgements/Calendar

June 16-18 will have municipal finance officer's institute on campus

3. Fraud/Code of Conduct update

J. Watson thanked the President's office for getting the messages out about completing the fraud training and returning the code of conduct acknowledgement forms. So far 384 employees have sent in the Code of Conduct acknowledgement which is a very good return so far.

NDUS will now require all new employees to sign off on these forms and all employees will be required to do this on an annual basis. Notice to faculty to view the fraud training will go out with their fall contracts. It is a web based training and does last about an hour. So far, 55 employees have viewed the training video. We will be holding group sessions in the beginning of June so a much large group can view it at the same time. We will also look at holding some of these sessions during Convocation as well.

4. Current Issues

HR – information regarding the new Health Care bill will be coming out soon. Right now we do know that one of the changes in dependent care will be that children can remain on your policy through age 26.

CEL – hosted a nice graduation event in Bismarck last week Friday – the graduates there really appreciate that we do this.

Ed & HS – NCATE information has been sent in by their requested deadline. We should receive feedback sometime this fall with a follow up visit in November. Also received good news with our two Centers of Excellence projects being approved in the first round of the process.

Bookstore – we are ranked #3 in the territory (out of 144 stores). This can be attributed to the great job that staff does in the bookstore. Look for new and fun items for sale at tailgate parties this fall.

ITC – we again have the opportunity to recycle unusable electronic equipment. Tentative pickup week will be August 9. More details will be forthcoming as far as completions of forms, equipment pickup, etc.

Will be replacing all phones with new ones by the end of the summer. If you need additional phones or fax in your area, you will need to purchase out of your own budget. There is a one time \$100 fee for fax lines. For an additional phone there is a one time \$185 charge plus an additional \$100 fee for the extension line.

Dr. Fuller praised Cathy and her staff and related that they are leaders within the NDUS and our region and are highly respected for their knowledge and abilities.

Athletics – submitting documents for year 1 to NCAA – this was not just an athletics report but rather, people from across campus contributed and helped complete. We should find out in July if we pass on to year #2. There are 2 more teams currently in the DAC that will be applying for NCAA DII status.

Plant – Swain is moving along and should be ready for some to move in beginning of July. This will allow Social Science to move to Main at that time as well. Stadium turf is scheduled to start going down on June 28th. Lists of surplus equipment will be sent out to campus so everyone can have an opportunity to claim items before we turn them over to the state. Lots of regular summer items are being taken care of so it may be difficult to get special projects done.

Advancement – Beaver Ridge Plaza (old AJ Automotive area) managers are meeting with developer today – this is not a final deal yet.

VPAA – the new summer programs offering flexible terms has been very successful with 150 students participating. The difficult part is getting more faculty to participate.

Fall enrollment numbers look great – well ahead of last year.

NDCPD – will be celebrating 20 years this fall. Will have events on September 14 & 15 – look for more details later

Student Affairs – we held a successful search for the VP Administration and Finance with Brian Foisy accepting the offer and starting on July 1. We have had a good 13 years with Chartwell's providing food service to the campus and will now be contracting with Sodexo. This transition will happen at the end of June.

Marketing – will be updating the new student and current student web sites in the next few weeks.

PIO – Business after hours will be August 19 in Swain

4. President's Report – areas discussed include:

- Commencement went well – thanks to all that helped
- Earth Day activities were very well attended – this event keeps growing annually
- We are currently researching offer a Clinical Doctorate in Communication Disorders – there is only 1 other offered in the US
- VPAA position – Selmer Moen, Interim VPAA starts August 1
- Northern Sun schools will be meeting in June about expanding their conference

Meeting adjourned.

Deb Wentz, Recording Secretary