

## University Cabinet Minutes

June 15, 2016

**Present:** Lynda Bertsch, Libby Claerbout, Conrad Davidson, Melissa Fettig, Patrick Friley, Russ Gagnon, Laurie Geller, Kevin Harmon, Andy Heitkamp, Gerri Kuna, Teresa Loftesnes, Holly Major, Annette Mennem, Jacek Mrozik, Cheryl Nilsen, Beth Odahlen, Cari Olson, Leon Perzinski, Gary Rabe, Rebecca Ringham, Mindy Rudnick, Steven Shirley, Jessica Smestad, Brian Smith, Katie Tyler, Doreen Wald, Kris Warmoth, Jonelle Watson Laurie Weber, Deb Wentz, Brent Winiger, and George Withus

**Absent:** Brent Askvig, Stephen Banister, Alex Buchholz, Linda Cresap, Lisa Dooley, Lisa Eriksmoen, Rick Hedberg, Alysia Huck, Devin McCall, Jerry Migler, Gary Orluck, Zeni Shabani, and Lori Willoughby

**Guests:** Chris Keller, Kevin Kvale, Linde Paige, and Susan Podrygula

**Approval of minutes:** minutes of May 18, 2016 meeting were approved as presented.

### **New Business**

#### **1. Senate Reports**

##### **Faculty Senate**

On behalf of Senate President Zeni Shabani, Professor Chris Keller provided the following report:

- Faculty Senate will not meet again until the fall semester begins so there is nothing to report

##### **Staff Senate**

Senate President Mindy Rudnick provided the following report:

- The next meeting is scheduled for next Tuesday and as always, staff are invited to attend
- Committee work has begun on planning the Fall Kickoff which is scheduled for the evening of August 17 – if anyone is interested in helping to plan this event, let M. Rudnick know

##### **Student Government Association**

- SGA has nothing to report

#### **2. HLC**

- Nothing new to report

#### **3. Sleep Study Results**

- M. Fettig from Student Health reviewed the results of the sleep study conducted last semester
- Received excellent feedback and suggestions from students for improvements
- This fall we will have toolkits available for RAs to hand out to students as well as having fans, sun lights, white noise machines, etc. available for students to checkout

#### **4. ND State Fair**

- T. Loftesnes encouraged involvement in this year's ND State Fair
- Everyone and their families are invited to walk in the parade on July 23 – this year's theme is a sports related theme and major league baseball umpire and MSU alumnus, Gary Cederstrom will serve as the grand marshal
- MSU also has a booth throughout the duration of the fair and will need volunteers to represent the university – please contact marketing for dates and times

## **5. President's report**

- G. Rabe was thanked for his service as interim VPAA; L. Geller officially assumes the VPAA position tomorrow
- The Budget Recommendation Committee was also thanked for their thoughtful and careful consideration of budget matters to meet the Governor's recommendation for state agencies; the BRC will be meeting with president's staff this afternoon to present their findings; we will need to have our plan completed by early August; another revenue forecast is due out next month and may have implications yet on this biennium's budget
- The SBHE will be holding their annual retreat this Thursday and their June meeting this Friday in Washburn. S. Shirley will be presenting information regarding justification for keeping the Grow ND tuition plan; he will also be providing a final report on the Chancellor's Study Group for Shared Services
- We have awarded a bid to a contractor to begin work on the seasonal dome for the football field; all approvals have been met and work can begin
- Thank you to everyone who participated in the forums for the Athletic Director position; received a lot of good feedback and should be able to make an announcement sometime in the next day or two
- MSU extends their condolences to the campus of St. Cloud State over the loss of their President Earl Potter who died in a tragic car accident; Potter was also the President of the NSIC for this coming school year
- The Beaver Lodges will be going away; they are not up to city or fire code and they are very expensive to maintain; we are waiting for the state to assess them and instruct us what to do with them; no plans for anything in the space occupied by the housing units – will probably just be used for parking
- Have not yet received definitive instructions on the HUD funds the city will be awarded

## **6. Announcements/Acknowledgements**

VPSA – working with Student Success Center to follow-up with sophomore students to improve their retention rates; this office is also focusing on senior students and helping them with job opportunities

CEL – College for Kids is in full swing; NDUS wants a unified LMS and we are happy to hear that they are looking at Blackboard for this – we already use Blackboard; SBHE also is in favor of Blackboard

VPAF – HR director starts on Monday – Marc Wachtfogel

ED & HS – business as usual during the summer

A&S – Summer Theater started up again last week

IR – have two more dashboards rolling out soon

NDCPD – business as usual

Marketing – share on social media

Student Success – working with recent grads on job searches; three Connect sessions coming up next week

Publications & Design – busy with fall publications; have a new staff member in the copy center

Grad School – working on marketing items – refer a friend details

Sodexo – working on ideas for next semester; looking at new menu offerings

International – just wrapping up spring and have already started preparing for fall; will use recent study abroad students in new marketing videos

Veterans – hosted a Search & Discover event for Memorial Day and had another event for Flag Day; have some upcoming workshops; finalized the Veterans Ed & Training program (NDUS program) to help get ex-GI's up to speed for college

Financial Aid – training session will be offered on July 13<sup>th</sup> – anyone can attend but recruiters and coaches are especially encouraged to attend

Business Office – reviewing contracts and letters of appointment; FY17 budgets have been posted in PeopleSoft

Student Health & Development – June 20<sup>th</sup> will host another blood pressure check in the atrium

Book store – business as usual

DCB – business as usual

POWER – have two new employees in the Center

Registrar – posting degrees is underway

Native American – just recruiting over the summer

Enrollment – application information was reported for fall semester; still down on transfer students; International is showing a nice increase

CETL – FYE is going well only have two with remaining openings; Transitions will take place in August – contact CETL to volunteer; Magic Day of Giving will be September 9<sup>th</sup> – they are looking for projects so if you know of any let CETL know – they do have a restriction that power tools cannot be used in any of the projects; J. Smestad has agreed to be the Honors Director so will need to find a part time Peer Tutor Coordinator

Honors - transitioning into new position

GBO – new association starting on Monday

VPAA – has been very quiet since commencement; working closely with L. Geller in the transition; have enjoyed working with the academic side these past few months

IT – NDUS email change-over will take place late July or early August for faculty and staff accounts; attended the CIO council meeting; looking at new software that will automatically push out new updates to computers; gathering e-waste through August 1; J. Ferderer will be moving to Bismarck and will not be replaced in the IT office so please be patient with requests

CoB – very close to finalizing the strategic plan and will announce it at Convocation; working with MADC on the B to B seminar held during Hostfest; had another resignation in BADM; one of the college’s biggest supporters passed away last week – attended the funeral with other MSU personnel

Other:

L. Geller is looking forward to her new position

Arts in the Park will have a production on Sunday – a few MSU people will be singing at this event

Adjourned at 10:30

Respectfully submitted, Deb Wentz