

University Cabinet Minutes

March 22, 2017

Present: Brent Askvig, Stephen Banister, Paul Brekke, Libby Claerbout, Linda Cresap, Conrad Davidson, Melissa Fettig, Russ Gagnon, Laurie Geller, Kevin Harmon, Rick Hedberg, Andy Heitkamp, Gerri Kuna, Teresa Loftesnes, Devin McCall, Janna McKechnie, Annette Mennem, Jerry Migler, Cari Olson, Gary Orluck, Leon Perzinski, Rebecca Ringham, Mindy Rudnick, Steven Shirley, Jessica Smestad, Katie Tyler, Doreen Wald, Kris Warmoth, Jonelle Watson, Laurie Weber, Deb Wentz, Brent Winiger, and George Withus.

Absent: Lynda Bertsch, Alex Buchholz, Andy Carter, Lisa Dooley, Patrick Friley, Holly Major, Jacek Mrozik, Cheryl Nilsen, Beth Odahlen, Zeni Shabani, Brian Smith, Marc Wachtfogel, and Lori Willoughby

Guest: Karen Brunner-Wright and Kowan O'Keefe

Approval of minutes: minutes of February 15, 2017 meeting approved as presented.

New Business

1. Senate Reports

Faculty Senate

- No report

Staff Senate

Senate President, Mindy Rudnick provided the following report:

- Looking at hosting the Silent Auction sometime after May 1
- Working with HR and Marketing to provide four new In the Know sessions
- Brenda Roedocker was the second recipient of the High Five Award
- Senate approved the Staff Emeritus policy and will forward their recommendation to President's Staff for final approval

Student Government Association

The following report was provided by Leon Perzinski:

- New officers and senators have been elected; they officially take over at the next meeting
- Interviewing for Activity Directors
- NDSA meeting will be on the MSU campus April 21 & 22
- SGA has been closely following ND legislative activity for student related bills

2. HLC

- Busy with writing into the Assurance section
- Student survey will go out on April 1st; this is a change from previous visits as they will not be meeting separately with students when here
- Will publish the notice for public comment on April 30
- Question was raised about issuing a third-party survey – K. Warmoth will look into this

3. Accreditation

T. Loftesnes distributed a new brochure that has been produced to bring attention to the importance of accreditation that MSU has for specific academic programs. A school of our size has a good amount of program specific accreditation. She has asked that this group look over the brochure and provide any feedback before we start printing these and using them in marketing campaigns.

4. President's Report

- We have two WBB candidates on campus this week; one today and one on Friday; plan on attending the public open forum to be held at 4:30 each day in the Conference Center
- The higher education funding bill is usually one of the last bills to get legislative approval; legislators are hoping to wrap up the session by April 14th so it is likely that the house will finish their recommendations soon so that the bill can go before the joint committee to work out differences before April 14; with the latest revenue forecast it is unlikely that the House will make too many changes from the version they received from the Senate
- Another round of early retirements is being offered to faculty and staff who meet the qualifications; this will have some impact on the budget as well
- The BRC met yesterday and have submitted their budget recommendations to the President; hopefully we will have things finalized by May 1
- Had a meeting with Residence Hall Association members about an upcoming dodgeball tournament; it will take place this Thursday in the Wellness Center with registration beginning at 6:00; all are encouraged to participate
- Please attend the Coffee with a Cop event in the Beaver Dam immediately following this meeting

5. Announcements/Acknowledgements

VPSA – Who's Who luncheon is on April 5 at noon in the Conference Center – if interested in attending contact D. Weigel in Student Affairs; Earth Day activities will take place on April 21; Career Services is sponsoring a suit/professional dress drive through the end of the month – drop off any gently used suits or other professional clothing to the Student Affairs conference room; Career Fair is on March 29 from 10:00 – 2:00

Advancement – Gala is on April 28th; Arizona alumni and friends events were very successful with great turnouts; please continue to share stories with PIO, attention L. Benson

Honors/CETL – need six more learning communities for spring 18; taking applications for FYE peer mentors for fall; Honors Award nomination forms are online; will be conducting mental health first aid training on April 9 from 10-7

International – the latest newsletter was distributed; the International students had Coffee with a Cop last fall and it was beneficial for them as their interactions with authority figures may be very different here in the United States – what is considered acceptable in their country may not be here

Registrar – open enrollment is taking place now; first day we had 618 enrolled; working on Commencement details

A&S – wrapping up the annual evaluation process; many end of the year events taking place – science open house, music fests, campus players competition, etc.; Minot Symphony is coming up on April 1; had a great recruiting trip to Williston this week

CEL – blackboard team was on campus to meet with faculty; training will take place this fall and all NDUS campus will be on the system in Summer 2018

Student Center/Activities – will be taking a group of students to St. Paul for the Campus Activity Conference in preparation for next year's campus activities; will host a comedian on April 4; students are working on an Earth Day project

Financial Aid – summer financial aid applications are available; March 27th department scholarships are due; staff are currently training to receive some national credentials

Publications/Design – Connections has been mailed; will start on President's Report; busy helping departments with all their end of the year publications

Alumni – on April 7 there will be a "Beavers, Brew & Burgers" event at JL Beers to celebrate Beaver Day and Beer Day – tickets are \$40; very few seats remain for the Gala so if you intend on going, contact the alumni office; the Alumni Facebook page launched on Monday; we are able to award over \$29,000 in scholarships; the board decided to award three 4-year scholarships as well

Marketing – the higher education legislative showcase will take place at the State Capitol next week; photo gallery will have about 200 new photos added that can be used for publications; KX is looking for stories all the time so let marketing know of anything that can be highlighted; thanks to Sodexo and L. Bertsch for the help in hosting the three class B teams during the tournament last week

IR – student satisfaction inventory opened on Monday; PSOL went out as well

Wellness – on March 28 at 1:00, Sanford Health will be holding a wellness forum in Aleshire Theater – all may attend

Veterans – MAFB tour will be on March 31 – look for further information regarding transportation etc.; we are working on receiving designation to be a General Education Mobile (GEM) school which allows airmen to complete general education courses online; this designation will also be shared with all bases worldwide

Bookstore – orders for fall are due on April 4; still have a little time to get orders in for caps and gowns

EHS – we are preparing for a CAPE site visit this fall

NDCPD – recently completed grant application requests for \$4.3 million – all three separate grants were remitted in one day; thanks to staff that worked on them

Power – busy registering students for summer/fall; three upcoming webinars: March 23, March 28, and March 30

Student Life – reapplications close on Friday

Student Health – things have settled down since the first of the year as upper respiratory cases have fallen off; the spring break trip to Haiti was very successful – thanks to all who donated items

Security – will be working with Ward County and Trinity on a simulated emergency situation – the event will take place on May 15th and it will involve a bleacher collapse at the Dome and how emergency response teams react

Enrollment – open house is on April 22; finishing up recruiting trips in Minnesota, North Dakota and Montana; during orientation sessions we will host an ice cream social – Pride Dairy in Bottineau has agreed to come up with an MSU inspired ice cream we just have to name it – it will not be available in stores; thanks to publications and design for all the work they have done in producing recruitment pieces

GBO – finalizing the last of the publications in the lower level; bids will go out as soon as the Governor signs the bill

VPAA – conducted training with chairs on PAR; made some dual credit changes to comply with NDUS policy; SPED is working on a symposium during homecoming week

DCB – more information coming out for Earth Day; WBB is at the national tournament in Arkansas but they did lose last night – they do get to play another game for consolation

Native American – taco sale on March 28; on April 28 Chairman Mark Fox will be here for the opening ceremonies at the 1:00 show – please encourage participation as we will be presenting him with the buffalo hide art-work – this project will stay on campus until later this summer when a contingent from MSU will formally present it to the tribe; several from MSU are visiting Ft. Berthold next Monday

VPAF – sincerest thank you to all members of the BRC and all the thoughtful work they put into this process

Business Office – Tlab will go live on April 1; training will be forthcoming

IT – business as usual

President's office – reminder to submit Board of Regents nominations as the deadline is approaching

Adjourned at 9:05

Respectfully submitted, Deb Wentz