

University Cabinet Minutes
November 15, 2017

Present: Stephen Banister, Penny Belgarde, Lynda Bertsch, Paul Brekke, Andy Carter, Libby Claerbout, Jeremy Feller, Patrick Friley, Russ Gagnon, Kevin Harmon, Rick Hedberg, Andy Heitkamp, Erik Kana, Mike Linnell, Teresa Loftesnes, Holly Major, Devin McCall, Janna McKechnie, Annette Mennem, Jerry Migler, Cari Olson, Linda Olson, Gary Orluck, Steven Shirley, Jessica Smestad, Brian Smith, Katie Tyler, Doreen Wald, Jonelle Watson, Laurie Weber, Deb Wentz, Brent Winiger, George Withus

Absent: Brent Askvig, Lisa Dooley, Melissa Fettig, Laurie Geller, Gerri Kuna, Jacek Mrozik, Beth Odahlen, Leon Perzinski, Aaron Richard, Rebecca Ringham, and Marc Wachtfogel,

Guests: Lori Garnes, Aaron Hughes, Deb Kinzell, Kelly Lichtenberger, Jolina Miller, and Celeste Simmons

Approval of minutes: minutes of the October 18, 2017 meeting were approved as presented.

New Business

1. Senate Reports

Faculty Senate

Senate president, L. Olson provided the following report:

- Next meeting is Thursday – will vote on changes to the bylaws

Staff Senate

Senate president, M. Linnell provided the following report

- Will meet next Tuesday – made around \$700 on the vendor fair - a portion of that will be used for the scholarship fund
- Deadline is December 15 for staff to apply for scholarship money
- Will host a turkey scramble giving away two pies
- Holiday decorating will take place again this year

Student Government Association

- Nothing to report

2. President's Report

- HLC site visit concluded on October 31; thanks to all who participated in the various meetings while the team was here; appeared to have a good feeling about MSU; should have a draft of the report by the end of the month (maybe)
- Thank you to all that participated in the fall preview held this past weekend
- The Governor has established a Task Force for Higher Education Governance. This Task Force will consist of 15 members, appointed by the Governor, representing interests of students, faculty, business community, and state government. The Governor will chair the Task Force. The main purpose of the Task Force is to focus on governance, specifically:
 - Assess the strengths and weaknesses of the current higher education governance structure
 - Determine whether the current governance structure complies with Article VIII, Section 6 of the ND Constitution
 - Identify best practices for governance of a higher education system

- Provide written recommendations outlining proposed changes to the governance structure that promote effective operations and desired results
- Anyone may apply and faculty and staff are encouraged to do so
- The BRC held their final meeting last week and a draft summary of priorities and recommendations has been submitted; they do recommend that we do what we can to free up resources so we are not facing this same situation down the road – they suggest we make the hard decisions now rather than later; they are not interested in across the board reductions but rather that we take a more strategic approach to reductions
- With enrollment and credit hour production down we will continue to have funding challenges
- The Chancellor will be hosting a listening session on campus November 28th at 4:00 in the conference center – please encourage attendance

3. Announcements/Acknowledgements

SA – we are currently evaluating our dining services; a consultant will be on campus in the coming weeks and there will be opportunities to attend focus group sessions; looking to extend the hours that the Beaver Dam is open – from 7:30 am to 1:00 am during the winter – activities will be planned

Athletics –men’s and women’s basketball teams will be taking on Dickinson State this Thursday at which time we will be honoring our academic scholars from the spring semester; more basketball next week

Admin/Finance – thanks to all who participated in the second round of BRC meetings

Advancement – NW Art Center should be done by end of this month; will be participating in a Challenge Grant conference call today – we will be presenting four gifts

University Communications – Connections has been mailed out; should receive the Inside publication today – will be a monthly issue by email only

Enrollment – October was a very busy month with many school visits, fairs, etc. along with Kick Start Days and our recent Preview Day; Open Houses are scheduled for January 20 and February 20; assisted with the BND application days; orientation is coming up in December with the resource fair being held over the lunch break

Student Success – December grad event is on November 28 from 5-7 in the Beaver Dam

Student Center – Late Night Breakfast is on December 7 from 9-10 – please sign up to help serve; we will have live reindeer in the Beaver Dam again this year on December 5 from 4-9

Publications – all bulk orders have been shipped – let Doreen know if you didn’t get yours

Alumni – to date, 37% of faculty/staff have participated in the giving campaign; KMSU auction is on November 30; remember to get suggestions in for next year’s homecoming reunions

Sodexo – thanksgiving lunch is on the 21st; Chef begins her maternity leave tomorrow; Buckshots will be open the day after Thanksgiving

Veterans – thanks to all who attended the events last week

Financial Aid – we are hosting a high school counselor workshop tomorrow morning; busy setting up new software

Marketing – Chamber’s Showcase of Business is tomorrow evening at the State Fair Center from 5-8; we do offer campus tours for new staff; working on suggestions received from Maguire; working with Flint Communications out of Fargo for a rebranding of MSU; looking to hold a Be in the Know before end of semester; new splash page on our sight should be done by end of December

Wellness – take in the Wellness Fair today between 11-1; Sign up for the Healthy Holiday Challenge

Business Office – all faculty and staff are required to complete fraud training by December 9

International Programs – hosting a cultural celebration tomorrow from 11-1; 17 booths will be set up and students will share their culture, food, music, etc.; completed the annual photo contest

IR – business as usual; completed DCB data on retention and graduation rates

CETL – planning for the upcoming orientation in December

CEL – meeting with BSC on issues

NA – will host a speaker on the 20th; panel discussion will take place on the 27th; attended the ND Diversity Council Retreat last week – looking for consistency on preferred names and pronoun usage

VPAA – business as usual

Power – hosted the first generation day last week; today will host a webinar on retention from 12-1 in the Jones Room; DCB Trio will be here on Friday to work on collaboration events; A. Clark will be leaving after the first of the year

Honors – Honors Society students conducted a reverse trick or treat event and collected canned goods

Registrar – have hired a new administrative assistant; preparing for end of semester activities

Housing – RHA worked with Papa John’s delivering pizzas as a fundraiser; will host a thanksgiving dinner in Cook Hall on Thanksgiving for all students staying on campus over the holiday

NDCPD – several people presented at the annual conference in Washington DC last week; received a state grant for healthy living initiative

Security – risk management meeting is tomorrow; cemetery fence got hit again; had a couple of reports of suspicious people on campus – they were asked to leave; we once again have 24/7 security on campus – local firm will cover 11:30 pm to 7:30 am – our staff covers the rest

Facilities – the maintenance department and the motor pool have moved to the north building; the old facilities area will house the football field bubble when not in use; security department has moved to the old facilities department offices

GBO – newsletter was distributed – this will be produced every semester; now have a defibrillator on the main floor; once the NW Art Center is open, the small gallery on the main floor will be renovated to house a small café

ITC – supported a statewide conference in Minot for NDUS

DCB – will be offering a photography program

Adjourned at 10:15

Respectfully submitted, Deb Wentz