

University Cabinet Minutes
October 16, 2019

Present: Brent Askvig, Michael Brooks, Andy Carter, Laurie Geller, Kevin Harmon, Rick Hedberg, Tiffany Heth, Erik Kana, Jane laPlante, Mike Linnell, Teresa Loftesnes, Holly Major, Janna McKechnie, Annette Mennem, Jacek Mrozik, Beth Odahlen, Cari Olson, Gary Orluck, Leon Perzinski, Rebecca Ringham, Bryan Schmidt, Steven Shirley, Brian Smith, Karina Stander, Katie Tyler, Marc Wachtfogel, Doreen Wald, Jonelle Watson, Deb Wentz, and Brent Winiger

Absent: Penny Belgarde, Lynda Bertsch, Janel Bortoluzzi, Paul Brekke, Libby Claerbout, Lisa Dooley, Anna Dykeman, Jeremy Feller, Melissa Fettig, Andy Heitkamp, Jerry Migler, Jessica Smestad, and Laurie Weber, George Withus

Guests: Ann Bougard, Tonya Critz, Darren Olson, and Elizabeth Sund

Approval of minutes: minutes of the September 18, 2019 meeting were approved as presented.

New Business

1. Senate Reports

SGA

L. Perzinski proved the following report:

- New freshman senators were elected
- Held a retreat last week to brainstorm new ideas for the coming year
- Attended an SGA conference in Washington DC last week

Faculty Senate

Senate president, B. Schmidt provided the following report:

- Approved an assessment template for HLC
- New policy for defining academic credits
- Moratorium on courses less than 8 weeks long except for study abroad; this is to comply with HLC findings

Staff Senate

Senate president, M. Linnell provided the following report:

- V. J. Smith event was well attended; many good comments about his presentation
- Johnnie Guess was the September High 5 recipient
- Professional development session today at 2:00; will have one professional development event per month
- MSU takeover event is on October 29 at the Starving Rooster; they will donate 25% of their take that night back to MSU staff senate
- Encouraging faculty and staff to dress for Halloween; pictures will be shared on senate web site

3. President's Report

- Thanks again to all who helped with the recent homecoming activities; we had record attendance at several events
- MSU Theater production this week; please attend and support our students

- Just returned from Poland where J. Mrozik and president Shirley attended commencement at the University of Lodz; we have a partnership agreement with them to provide a grad level management certificate with their MBA program
- Their commencement was very similar to our hooding ceremony; attended a retreat on Saturday with their new students in the program

VP SA – will host parents and families this weekend – currently have 45 signed up; JLG will be back next Tuesday with some renderings for the Student Center; meeting with Sodexo next week to finalize contract – may involve some changes for summer hours

Athletics – very busy weekend with several opportunities to support our student athletes; K. Thomas has resigned her position

VP AF – working on financial projections for the budget presentations next month; working on capital project issues; parking complaints remain high

Advancement – just had our first round for the ND Challenge grant with another in December; will host an open house for Dome renovations on November 13; planning for alumni events in spring

GBO – finally have a color printer for student usage; received from L. Bertsch various flavored coffees for our students to enjoy; Dr. Shirley is the coffee sponsor this month

Asst. VP AA – the Academic Center is now moved to the library

Power – visit us in our new space at the library; staff will be attending a conference this Thursday and Friday

Student Center – the pool is now open again; will be hosting Tech Bingo this week – had over 360 students attend the last bingo event; hosted over 100 students at yesterday's etiquette luncheon

Publications – all letterhead has been delivered to offices; envelopes will be delivered when we receive them

Alumni – working on spring events

Veterans – MSU Veterans Office has been selected to host the 2020 US Department of Veteran Affairs School Certifying Officials Conference on June 23, 2020; North Central Veterans stand down is October 24; campus Veterans week fair will be November 4-8; campus Veterans Day event is on November 8 in the Westlie Room at 11:30

Financial Aid – will host a student loan awareness week October 28 – November 1; will be hosting two forums

CEL – working on renewal of several MOUs

HR – open enrollment is taking place now – will close on November 1

VP AA – many NotStock events taking place next week

Assessment – thanks to everyone for their help in gathering evidence for the HLC report; the draft is coming along well; we need to submit by end of February; we will have three reviewers here April 27 & 28

International – accepting photos for the annual photo contest – due by October 25; will have a cultural event on November 21; Cost Rica applications are due soon

Housing – we did discontinue cable TV in the halls; spread the word that there will be public trick or treating in the halls on October 31

Security – homecoming went well with no issues; will be ramping up CSA training; assisting DCB with their emergency plans; our fence by the cemetery was hit over the weekend – working with driver's insurance on repairs

Marketing – an updated accreditation brochure was distributed; will have updated photos in the online photo gallery soon; working with the bookstore to replace the three window clings; Chamber's Showcase of Business is on November 14

Enrollment – recruiters are all out until November 15; hosting Kick Start days this Thursday and Friday for high school students – if you are available to escort students to the various classes they would like to sit in on, let K. Tyler know; looking for volunteers to go to Minot High

Facilities – working on winter maintenance – all heat has been turned on in all campus buildings

NDCPD – working on a Dept. of Justice grant that would assist individuals with dementia – aid in helping law enforcement to locate them if they wander; partnered with the ND Consortium of Nursing on providing modules focusing on a variety of pieces of disabilities for their training; working in collaboration with our Norwegian partner to produce a world-wide webinar

IT – update to Qualtrics

Bookstore – requesting faculty to get their spring orders in – there will be a short turn around time before the semester starts; we will be open on Saturday from 10:00 – 3:00 for parents' weekend and then move on to the game

NA – attended the NIEA conference in Minneapolis; helping with college app month; Monday's Indigenous panel discussion was well attended; on November 4th we will have a speaker/author in Aleshire; on the 14th there will be a showing of Neither Wolf or Dog; and on November 26 there will be a session on how to make a ribbon skirt

Registrar – opened mid-term grade rosters – due on October 21; 8-week grade rosters are open as well and are due October 22; November 1 is the deadline to apply for graduation in the spring

IR – working on data metrics

Business Office – working on requests from auditors

Academic Center – orientation for spring is January 10; welcome day is January 13; working on summer and fall dates now; Access Services is in the process of updating policies and procedures; Career Services is working on a shadow program in January

UC – just waiting on two items to complete the fall Connections; in need of faculty and staff stories

Adjourned at 10:00

Respectfully submitted, Deb Wentz