

University Cabinet Minutes
January 15, 2020

Present: Janel Bortoluzzi, Michael Brooks, Andy Carter, Libby Claerbout, Laurie Geller, Kevin Harmon, Andy Heitkamp, Tiffany Heth, Erik Kana, Jane laPlante, Mike Linnell, Teresa Loftesnes, Janna McKechnie, Annette Mennem, Jerry Migler, Beth Odahlen, Gary Orluck, Leon Perzinski, Rebecca Ringham, Steven Shirley, Jessica Smestad, Brian Smith, Karina Stander, Katie Tyler, Marc Wachtfogel, Doreen Wald, Laurie Weber, Deb Wentz, and Brent Winiger

Absent: Brent Askvig, Penny Belgarde, Lynda Bertsch, Paul Brekke, Lisa Dooley, Anna Dykeman, Jeremy Feller, Melissa Fettig, Rick Hedberg, Holly Major, Jacek Mrozik, Cari Olson, Bryan Schmidt, Jonelle Watson, and George Withus

Guests: Lori Garnes, Jolina Miller, and Johnna Torr

Approval of minutes: minutes of the November 20, 2019 meeting were approved as presented.

New Business

1. Senate Reports

SGA

President J. Bortoluzzi provided the following report:

- First meeting of the semester is on January 27
- NDSA will be at Valley City State University next weekend
- Exam cram event at the end of last semester was well attended; will look at maybe doing this again this spring
- SGA did approve the personal hygiene initiative and facilities will construct the dispensers and place around campus
- SGA did approve a resolution to renovate the Student Center; will now decide when to put it to a student, campus wide vote

Staff Senate

Senate president, M. Linnell provided the following report:

- T. Tessendorf was the November high 5 recipient
- Professional development event on January 22 – T. Roness discusses emotional wellness

3. President's Report

- We had good outcomes for the communication disorders and teacher education accreditation visits; social work and nursing will happen in February
- Deadline to get fees in is soon; need to firm this up
- Everyone is encouraged to submit nominations for the Board of Regents awards
- Renovation on Cook hall washrooms will be put on hold as the bids came in too high
- We are down about 3% on day one enrollment from last spring; continues to create challenges for budget purposes

- The President's Staff has received the budget recommendations from the Strategic Planning and Budget Council; once these are reviewed and approved by the President's Staff, campus forums will be scheduled to inform everyone of the decisions made
- Had a meeting with all chairs in December; we are not out of line with other regional institutions regarding enrollment

VPSA – two new teams have been formed to address recruiting and retention; G. Rabe and K. Harmon will oversee the recruiting team and E. Kana and L. Geller will oversee the retention team

Athletics – will have the Alum/Friends appreciation event at this Friday's basketball games; will be at the NCAA convention next week

DCB – have the first draft completed of the HLC study; they will make a campus visit in April; the AD is Corey Gorder (Asst. Hockey coach and counselor); survey of students as to what potential new sports they would like to participate in and women's hockey and clay target scored the most interest; we now offer a medical sonography program as well as a hemp production program; preparing to kick off a capital campaign for Old Main (\$3.3M)

International Programs – welcomed 12 new arrivals this semester; lot of time advising on appropriate winter apparel; currently have students studying in Spain, Prague and Italy

GBO Library – piloting a textbook reserve program so students do not need to buy a textbook but rather check one out; currently have 60 books on reserve

U. Comm. – Connection items are due today; issue coming out in March

Publications – in full swing with many projects now that the semester has started

Alum – hosted an event in Los Vegas last weekend and had around 60 people in attendance; will try a Florida event this year in addition to our annual Arizona event

Student Activities/Center – hosted a Pinterest night and a casino night so far; will host a bingo event tomorrow; the old SGA office area will now be a meeting room for any clubs that want to use it; thanks to everyone who helped with the finals breakfast

CEL – have seen increased enrollment in certain areas

HR – received a very good outcome to our recent audit of background checks – did very well compared to others in the NDUS; updates coming to the on boarding page; if people are out sick for three days, we need to let them know their rights so HR should be notified; several upcoming retirements

Assessment – our response is due late February; may need additional evidence before finalized so please be patient and handle any requests as quickly as you can

Housing – looking at summer renovations in the halls; looking at possibly opening apartments up to those under 21 years of age; would like to have only upper-class students in Dakota Hall to give them more flexibility

Security – provided Minot Police department with video after last weekend's incident involving gun fire in the area

Veterans – completed compliance check with the VA; attended behavioral intervention team training with several others from campus; took part in the Marketplace for Kids by inviting local VA in to show proper handling of the flag; will attend the ND Suicide Prevention meeting in Bismarck next week; was named an honorary commander at MAFB

AVPAA – Power is busy finishing up the grant request; it is due on January 27th

Honors – will be relocating to Old Main at the end of the semester

NDCPD – B. Askvig will be back on February 1; two retirements this year; received funding for two federal requests and four from the state; L. Garnes was at the Interim Higher Ed Committee to talk about preparations of teachers to handle mental health issues in the classroom

Marketing – looking for students to participate in a February 4th photo shoot; working on various promotions – alumni, teacher ed, cyber security; still working on web site updates with College of Business; congratulations to A. Heitkamp on his honorary commander appointment; S. Kittel is no longer with the radio station

ASC – orientation on Friday and welcome day on Monday; E. Klimpel is out starting next Wednesday through March 1 – if anyone needs access services talk to B. Odahlen; L. Bertsch is setting up several observation/shadow days for students; it will give them an opportunity to follow a professional in the community to see what their day-to-day job entails

Bookstore – the first couple of weeks in the semester store hours are 7:45-6:00 to better accommodate the rush; remaining semester they will go back to 7:45-5:00

Native American – the campus diversity committee is hosting an event on February 3; Dr. Jane Jarrow will hold a session for faculty and staff about providing service to students with a disability; later in the day, she will hold a student session as well

Facilities – Kalix is no longer recycling; have met with Earth Recycling and they will do everything except plastic; they are based in Glenburn and will pick up on-site; heat has been restored to Nelson Hall; the light pole by the Dome that was part of the weekend incident, should be replaced in the next couple of weeks

Enrollment – hosting an open house on January 25; Transformation in February

Registrar – usual first week chaos; meeting for spring graduation

VPAA – will be posting the budget recommendations made by the Strategic Planning and Budget Council; have organized a planning group to address the Looynga Leadership curriculum

Financial Aid – please remind students scholarship applications are due February 15

Other – Samantha Redding, executive director of the ND Miss Amazing, met with Dr. Shirley to see about the possibility of having this event on campus; the event is for girls and women with disabilities having an equal opportunity to reach their full potential; this is the first year ND has their own chapter and to host a state-wide event such as this is good for MSU; the event will take place on April 18 in Ann Nicole Nelson Hall

Adjourned at 2:00

Respectfully submitted, Deb Wentz