

University Cabinet Minutes
July 17, 2024

Present: Sara Abrahamson, Katy Allers, Nathan Anderson, Karla Bredahl, Courtenay Brekhus, Paul Brekke, Amanda Francis, Laurie Geller, Kevin Harmon, Andy Heitkamp, Tiffany Heth, Cole Krueger, Krista Lambrecht, Maleeha Latif, Michael Linnell, Heather Martin, Janna McKechnie, Annette Mennem, Jolene Nechiporenko, Gary Orluck, Leon Perzinski, Rebecca Ringham, Michelle Saylor, Steve Shirley, Mark Singer, Brian Smith, James Sturm, Laurie Weber, and Deb Wentz

Absent: Maggie Backen, Lisa Dooley, Jeremy Feller, Lori Garnes, Deb Haman, Lisa Haman, Rick Hedberg, Jacek Mrozik, Cari Olson, Darren Olson, Carmen Simone, Jessica Smestad, Karina Stander, and Jonelle Watson

Guests: Hillory Liccini

Approval of minutes: May 15, 2024 meeting minutes approved as presented.

New Business

1. Senate Reports

SGA

- No Report

Faculty Senate

- Comprehensive report attached to these minutes

Staff Senate

- The Fall Kick off will be held the evening of August 21
- We will have it on campus this year in the area of the practice football field
- Games include flag football (both youth and adult) Cornhole, tug of war, dunk tank, and inflatables for the children.

2. President's Report

- The SBHE held their June meeting in Bottineau; two new board members will join the board on July 1
- Chancellor Hagerott will serve another 18 months as head of the NDUS through December 2025, after which he will be appointed as distinguished professor of artificial intelligence and human security in association with the Dakota Digital Academy. He will serve in this position for three years after his transition as chancellor.
- The Board prioritized the capital projects list and Minot State is in a good position to potentially receive funds for campus renovations and for the creation of an Allied Health Center in Minot; this would be a joint project with DCB, Trinity Health, and the city
- President Easton from DSU, has resigned his position
- The SBHE held a special meeting on July 10th to discuss the BSC proposal to offer Dental Hygienist and Dental Assistance programs; approval was granted
- DCB will hold a ribbon cutting this Friday at 11:00 for their dental programs at their Minot location

3. Acknowledgements/Announcements:

VPSA/ICA – have had two resignations in Student Affairs – Residence Life Coordinator and Case Manager in Student Health; Assistant women’s basketball coach has also resigned

Wellness – there will be a food truck on campus today and another one tomorrow that was not on the original schedule; these have been well received and very much appreciated over the summer

Athletics – thanks to all who assisted and participated in the annual Beaver Booster golf tournament held on Monday; had record participation and even had to turn some teams down

Student Center – gearing up for fall when students are back on campus

Financial Aid – FAFSA is still troublesome; very concerned about the lag in receiving data

HR – working on policy updates

Looyenga Center – August 26 we will be hosting a student convocation in Nelson Hall followed by a BBQ; all faculty and staff are invited to attend and are encouraged to interact with students

International – received our recertification to issue SEVIS forms I-20 to assist non-immigrants to apply for F1 visas

Military Resource – in collaboration with the Fargo VA, ND Cares, MSU Student Health and Life, we will be holding a special screening of [Suicide: The Ripple Effect - Official Trailer- Sneak Peek \(youtube.com\)](https://www.youtube.com/watch?v=Suicide:TheRippleEffect) on September 24th in Nelson Hall

Enrollment – held our fourth registration yesterday with 43 more students; the next in person registration will be on August 22; we have updated our event listing for the coming year and will be sending it out soon

Security – the Cleary audit for the NDUS has been completed with only a few minor improvements noted

NDCPD – have submitted two grants with the potential to bring in significant funds; we have five new AStep students coming this fall – thanks for your help in welcoming them to campus

Bookstore – book sales begin August 5; planning events during welcome weekend

ASC – the advising position in Business has been filled and will now be located in the ASC; K. Patterson will start next week

NA – the MSU Football staff and Foundation are hosting a two day football camp in Parshall on July 17-18; the Jason Two Crow camp is in honor of Jason Two Crow who was a member of the 1992 Hall of Fame Football team at MSU; through the generous donation from the Three Affiliated Tribes, the camp is free and open to students entering grades 3-12; guest coaches have also been invited; as of now, over 100 students have signed up; a similar event for wrestling is being considered as well

VPAA – we will have eight new faculty starting this fall; the progress report for the Strategic Plan has been updated [SP-Progress-Update-June-2024.pdf \(minotstateu.edu\)](https://minotstateu.edu/SP-Progress-Update-June-2024.pdf); new outdoor railings are being installed by Hartnett

Facilities – busy doing deep cleaning in buildings before school starts; grounds crew has been busy keeping the campus looking beautiful; Dakota is scheduled to be razed mid to late September

Alumni – the State Fair parade is Saturday, July 20th; we are the 20th participant; line up at 8:45 around the area of the post office; the MSU Luau will be held at the Flickertail Gardens on the ND State Fair grounds on Wednesday July 24; R. Yale's replacement – Heidi Neathery has been hired; we are up 4% in faculty and staff giving – thanks to all who participate

Registrar – we will be wrapping up summer term next week; the Registrar's office will be at an all-day retreat on July 30

VPAF – IT wants to have everyone transitioned to Teams voice by December 31

Adjourned at 9:36

Respectfully submitted, Deb Wentz

Catching up from the end of the 2023–2024 Faculty Senate:

1. We completed elections for those Faculty Senate committee positions that could be filled by election at this point. Some positions will need to be filled by academic departments at the first of the academic year, ideally at their school or department meeting the day of convocation (Thursday, 8/22).
2. We filled the following office position: Secretary, Nichol Anderson.
3. Because no one agreed to be nominated as Faculty Senate Vice President for 2024–2025, the election was incomplete. The Faculty Senate Executive will identify the FS VP at their first meeting in August. Faculty also will need to elect the NDGEAC alternate member at fall all-faculty meeting.
4. This probably has already been reported to this body, but there will now be an all-faculty meeting in the hour after Thursday's convocation. Academic schools and departments also will be expected to hold meetings that afternoon.
5. Dr. Geller, four faculty members (Sarah Aleshire, Scott Kast, Nigel George, and myself), and Melissa Cantone (and occasionally Rebecca Ringham) have met twice over the summer to lay the groundwork for revising our General Education program. We are focusing on outlining a general education program that students and faculty see as practical and relevant to students' degree programs and fundamental learning, that is flexible to meet the needs of all students (including those transferring into Minot State), that can be easily and effectively assessed so to ensure ongoing improvement, and that truly addresses the foundational breadth of knowledge and skills that we want Minot State students to gain and develop as they earn their degrees. We have been looking closely at UND's Essential Studies program as a model, and we'll be talking at our next meeting on July 25th with Karyn Plumm, UND's Vice Provost for Undergraduate Studies and Student Success. She has been closely involved with their program, and we're going to talk with her about how that program was developed and how implementation and assessment of that program has worked for them.

Our timeline right now is for this group's work to be taken up by a Faculty Senate ad hoc committee that includes representatives from the General Education committee at the first Faculty Senate meeting in the fall. That committee will solicit feedback from academic programs about what they want General Education to accomplish for students, and they then will use that feedback along with this working group's report to outline a revised general education program, including how that program will be assessed, for Faculty Senate to review at the beginning of the spring semester. Faculty Senate will then discuss that outlined program, revise it as necessary, and then accept that revised program, ideally by the procedural meeting in April of 2025. The General Education committee will then be responsible beginning in the fall of 2025 for implementing the assessment system, identifying and approving courses, and getting everything ready for necessary submission to and approval by NDUS so that this new General Education program can be finalized by 1 March 2026 and become part of the 2026–2027 catalogue.

6. Following up on the work that Faculty Senate did last year restructuring its committees to match the new structure of academics, it has become clear to me that Faculty Senate must look at the number and composition of its committees. Additionally, the Faculty Satisfaction Survey over at least the past two years has identified issues with how we handle tenure and promotion. At the same time, the state board has mandated post-tenure review for reasons that are essentially political but certainly not unexpected.

Finally, we are faced as an institution with austerity measures that likely mean we can expect little or no growth in the number of tenured faculty members, at least for the next few years. That last is an issue in part because we have committees and positions that must be filled exclusively by tenured faculty members and rules that mandate that tenured faculty can only sit on one of those committees. Right now, we have 23 positions that each uniquely require a

tenured faculty member to fill them and five additional positions that require tenured faculty. In all, we have 92 positions on Faculty Senate committees alone when we have 134 full-time faculty members, of which only 72 are tenured. Given that by contract most full-time faculty members are supposed to spend 10% of their working hours involved in service, that faculty members and especially those who are tenured also must (or should) provide service to their departments, their schools, on institutional committees, and within their disciplines at regional, state and national levels, I don't think we can sustain this many Faculty Senate committee positions.

So, one of the things I am going to push for this next year is for Faculty Senate to combine committees and their functions whenever possible with the goal of eliminating at least three and as many as five of the current committees. As part of that, I'm going to push to revise our tenure and promotion process so that there is a single Tenure and Promotion Committee, and so that faculty create and submit only one dossier for both Tenure and Promotion. A complication is that, given that the almost-certainly forthcoming NDUS mandate that we implement a post-tenure review process that will entail doing post-tenure reviews for 24 faculty members each year over three years once that process starts, Faculty Senate will need to determine this next year how it thinks post-tenure review should be handled—whether it is by a Faculty Senate committee or in some other way.

Respectfully submitted,

Mark Singer, Faculty Senate President 2024–2025