

University Cabinet Minutes
December 18, 2024

Present: Sara Abrahamson, Katy Allers, Nathan Anderson, Karla Bredahl, Courtenay Brekhus, Paul Brekke, Lisa Dooley, Amanda Francis, Lori Garnes, Laurie Geller, Deb Haman, Kevin Harmon, Rick Hedberg, Andy Heitkamp, Tiffany Heth, Krista Lambrecht, Maleeha Latif, Michael Linnell, Heather Martin, Janna McKechnie, Annette Mennem, Jacek Mrozik, Jolene Nechiporenko, Darren Olson, Gary Orluck, Rebecca Ringham, Michelle Sayler, Steve Shirley, Carmen Simone, Mark Singer, Jessica Smestad, Karina Stander, James Sturm, Jonelle Watson, Laurie Weber, and Deb Wentz

Absent: Maggie Backen, Lisa Haman, Jeremy Feller, Cole Krueger, Cari Olson, Leon Perzinski, Brian Smith, and Hayden Tinker,

Approval of minutes: October 16, 2024 meeting minutes approved as presented.

New Business

1. Senate Reports

SGA

- No Report

Faculty Senate

- Have forwarded the Gen Ed revisions to administration and will be included in the 2025-2026 undergrad catalog, will still need more fine tuning
- Established a post tenure review proposal which went to departments for review; will be discussed at the January meeting with a vote in February so we can meet the NDUS deadline in March
- Still working on updating documents to reflect the academic restructure changes

Staff Senate

- Looking at celebrating employee appreciation the week of Martin Luther King Day; various events will be held
- High 5 recipient will be announced on Thursday
- Winter newsletter is posted on the Staff Senate website
- Working on future fundraisers and events

2. Land Acknowledgement

- A Mennem read some additional language that will be added to our land acknowledgement website
- The information will provide clarity as to who will read the statement, when to use it, and if non-campus events can use it
- It was suggested that the acknowledgement statement should be on the main website for MSU and it should be included on all syllabi

3. President's Report

- The budget process has started with presentations from those areas who are requesting faculty positions
- If any positions are approved, it will make the search process begin better with the school year when it comes to hiring new faculty
- In January, other non-faculty requests will be considered
- DCB and MSU met with the new Governor's team and his new budget will come out in January

- Higher education presentations to the legislature will begin in January on the Senate side and then on to the House side in March
- Attended a meeting at MAFB yesterday to discuss how we can work more closely with the base; discussed CJ program along with Computer Science and Cybersecurity
- This comes from the NDUS and SBHE urging campuses to work closely with the various military organizations to help meet their needs

4. Acknowledgements/Announcements:

Advancement – will host our MSU Board’s holiday party this evening in the NW Arts Center; we are in the last days of the Empower campaign which ends on December 31; will host open houses in the spring for the new Greenhouse and the renovated Severson Academy

DCB – had a ribbon cutting for the re-opening of Old Main; we have 8 dental assistant students in the program; had a very good accreditation visit for the dental hygiene program

Library – good traffic toward the end of the semester; have an area where students can make holiday crafts

Power – submitted the annual report; during the break, will be developing new events for spring; hosted a department lunch, providing food for them so we can talk about our program and get the word out about all the opportunities we can provide for students – these will continue

Honors – MSU’s leadership, geography, and cross-cultural programs are hosting Scotland trip in May; this is open to faculty, staff, students, and the wider community; March 22 will be the next Women’s Leadership Conference

Looyenga – our grant from the Edson and Margaret Larson Foundation was renewed allowing us to continue to offer the Larson Leadership Scholars program; January 13 is new student orientation

UComm – working on spring Connections; will have more videos coming out

Athletics – men’s basketball is doing very well and it was great to see the crowds at last weekend’s games

Military – updating the VA enrollment process; attended meetings and workshops; getting more information out on the VA virtual site

E/M/O- getting ready to move to phase II of the strategic enrollment plan – need to meet with two more academic departments and then can start going through information to formulate the plan

Enrollment – will be hosting a Meet with Minot State event on February 22

VPAA – thanks to faculty senate for their work on the gen ed revision; will work on training for staff on the revisions; have received several new grants through science

Financial Aid – the 2025-2026 FAFSA is available and it appears to be a little better than last year's version; encourage students to complete soon; MSU scholarship applications are open as well

Security – conducted active shooter training for Athletics

Registrar – grades are due December 23; developed a grad expo, a one-day event for students to learn all about graduation and the opportunities we can help with (career counseling, grad school, alumni, etc.) – February 27

IT – still have about 40-50 phones to swap out; when all phones are done will work on fax machines, elevator phones, etc.

Alumni – on January 24 will host the appreciation night at the basketball teams; AZ events at the end of February; Gala will be on May 9; working on summer events

Student Health – serenity room is in operation; NDUS sent survey to all institutions and students for feedback on counseling services; 1st District will be conducting a couple of tests for students

NDCPD – still looking to fill the financial specialist position – do have a candidate and hopefully we can hire soon; will be hosting a trauma specialist who will address how to help those that have gone through traumas in their lives

Residence Halls – open during the break; have staff that are staying as well, to provide events for those students remaining on campus

NA – conducted some cultural events in November – our meal was open to anyone and we had around 100 in attendance; held two periods to teach teachers how to teach students about Thanksgiving; will hold meetings in the Ft. Peck area; we will host the ND Native Science Fair again on February 19 in the Dome; Powwow is set for April 25 and 26

Business Office – fine tuning items that we will retain with the transfer of our payroll to NDSU

HR – picked up a few additional duties with the payroll transfer; have a posting for a non-benefited person to help with additional HR duties; working on CUPA salary data; looking at improvements to the onboarding process

SA/ICA – will interview our first soccer coach applicant this morning

Assessment – still missing YPA's from some departments which must be in before spring assessment day; putting the final details on the co-curricular; SPBC had asked to have more program robustness so have worked on updating metrics for their use on the dashboard

Title IX – student conduct investigations coming to an end with the end of the semester

VPAF – will have three more budget presentations this afternoon; the tunnels under Dakota Hall are causing problems with the razing of the building; will need more money to address the problem

International – working with students to maintain compliance with the end of semester

Wellness – remember to redeem your wellness points; the center is open during the break so students can have full use

Adjourned at 10:20

Respectfully submitted, Deb Wentz