

**<sup>1</sup>President's Monthly Report  
Minot State University  
May 21, 2008**

One might characterize these four weeks since the last report as a time of celebration and recognition. We have participated in many events recognizing prospective and new students, scholarship recipients, faculty and staff retiring from MSU, students' gaining academic honors, graduates from on-campus and off-campus programs, senior athletes, and, of course, our MSU and MSU-Bottineau Commencement Ceremonies. With the celebrations and recognitions, we have also been busy preparing our budget for next fiscal year and for the new biennium, addressing challenges, meeting deadlines, and including many across campus in the reviews and decisions. Our focus has been on taking responsible financial actions to balance the budget, prepare for a projected enrollment decline in the fall and anticipated increase in expenditures, and support funding priorities, such as our compensation goals for faculty and staff.

We ended the academic year with a sense of accomplishment—our Commencement and celebration of more than 700 graduates, completing our Higher Learning Commission reaccreditation self-study and team visit, and completing the self study for our Foundation of Excellence for First-Year Students self study. We are prepared well for the next fiscal and academic year.

## **Current**

### Commencement

Our commencement and graduation ceremony attracted nearly a full house of students, parents, friends, faculty, and staff in the Dome to witness the graduation of more than 700 students. The theme for graduation was focused on the second strategy of Vision 2013, "Fostering Engaged Learning and Place for the Benefit of Students." We honored Dr. Gordon Olson and his wife Carley, and we heard two outstanding addresses: a student commencement speech by Jacqueline Prellwitz and an alumnus address by Mr. Dave Marquart, a 1965 MSU graduate.

### Rural Stewardship Symposium

On April 20-22, I participated in the President's Symposium on Regional Stewardship in Covington, Kentucky. The symposium was led by presidents who have been involved in regional stewardship and focused on proven approaches for creating public policy that supports an invigorated stewardship agenda. This symposium provided a great deal of information and opportunity to assess how MSU can initiate, as a part of Vision 2013, its civic and rural engagement goals for the university.

---

<sup>1</sup> The President's Report is a monthly summary of activities in the president's office and current issues affecting the campus. It is distributed widely to keep the community up to date on current initiatives and decisions. The report is provided at the monthly meeting of the University Cabinet, an advisory council comprised of all directors, vice presidents, and senate presidents. This report is distributed electronically to all faculty and staff, student leaders, the Board of Regents, Foundation Board of Directors, and Alumni Board. The report is also posted on the university's web site. Anyone interested in learning more about this information may contact the President's Office or the president directly.

### Great Plains Exceptional Scholar Awards

Minot State recently announced the nine recipients of our new Great Plains Exceptional Scholar Awards. These \$14,000 awards are awarded to students who earn at least a 3.65 GPA and score above 30 on their ACT examinations.

### Foundation of Excellence Open Forum

Our Foundation of Excellence Steering Committee and the dimension committees held two open forums to report on their recommendations and to seek input from campus as to priorities. People who attended the forums identified priority topics, which the steering committee will examine and determine what steps we will need to take to complete those projects. The directions set by the committee will have an immense impact on the support we provide to our first-year students.

### Budget Reviews, Projections, and Streamlining

As I reported in the September report, we experienced a larger-than-normal headcount enrollment decline for the fall semester. While our enrollments accounted for an increase in full-time graduate students, international students and Canadians, and students enrolled at the Minot Air Force Base, our enrollment included a decrease in students from Ward County and in our first-year students. With that enrollment decline in the fall and projected declines this coming fall, we are also anticipating significant increases in costs next academic year, particularly in utilities. Our budget this current academic year is balanced, but with a decrease in enrollment and increase in costs next fiscal year, we have been working with the campus to find efficiencies and to streamline our budget in anticipation of a potential deficit.

I made special budget presentations to the Faculty Senate, Staff Senate, Student Government Association Officers, the University Cabinet and department chairs, and the faculty and staff in each of our colleges. In those presentations I reviewed PowerPoint slides outlining the status of our budget, the projected increases in costs, the enrollment projections, and the process I was asking our campus to undertake to reduce expenditures prior to the beginning of the next fiscal year. Each budget supervisor was then asked to discuss the need for streamlining in each area and to identify lines that could be reduced, shifted, or adjusted. Each area was given a general target of 6%, which was a general benchmark, not an across-the-board requirement. As a result the operating budgets were tightened, a few open positions were eliminated, and other general efficiencies were identified to meet the goal. While it is never easy to streamline budgets, I am pleased to know that we made those adjustments without anyone having to lose his/her position.

To ensure an inclusive and broad review, we also established an ad-hoc review committee, made up of faculty, staff, administrators, and students, to review the budget recommendations and to conduct hearings with representatives from departments who wished to appeal any specific recommendations for reductions. Four departments chose to appear before the committee and explain their positions before the committee revised and endorsed the campus-wide plan. Following that process, I sent a letter to all faculty, staff, and student leaders with a revised summary of the budget recommendations. The revised budget figures have been entered into the final budget book that will be forwarded to the North Dakota University System office in June. We are also taking steps right now to identify other budget savings, additional revenue sources, and review processes to guide this process into next academic year. Our focus next year will be on streamlining the budget further and looking for ways to make reallocations to support areas in need of additional funds to meet demands, and identifying sources to support action plans for Vision 2013. The institution is working to act responsibly and proactively to prepare next academic year and for the coming biennium.

### Capital Projects Proposed to NDUS

Each institution is allowed to submit two proposed capital projects. UND and NDSU are allowed to submit three projects. Following extensive campus deliberation, meetings with our local legislators, and a visit by the vice chancellor for finance from the NDUS, we decided on submitting a proposal for the new Health and Wellness Center and a proposal for a new main boiler and relocation of the maintenance plant to a new facility north of the Dome parking lot. Each campus will be making presentations to the State Board of Higher Education at its meeting at NDSU on June 19.

### Vision 2013 2007-08 Annual Report

Each campus area has been asked to compile an annual report indicating what activities have been accomplished to fulfill each of the strategies in Vision 2013. This annual report will be compiled and distributed at the opening of the academic year in August.

### Board of Regents Meeting

The Board of Regents held its spring meeting recently. The Regents heard reports from faculty and staff who have participated in a variety of civic engagement and experiential activities. Representatives from the Community Bowl Committee made a presentation to the Regents. Following the committee reports and Regents' business, the Regents were led on a tour of the First Lutheran Cemetery by a student who has been conducting research on the connections between Minot State University and individuals buried in the cemetery.

### Health and Wellness Center Planning

The architectural firm contracted to oversee the planning and development of the Wellness Center was on campus to conduct focus meetings and to discuss the building with interested campus and community members. Preliminary plans are to include an expanded nursing program, the relocated student health center, new health curricula, an exercise center, and perhaps a child care facility. Initial plans are to locate the new center on the southwest corner of the Dome across from Swain Hall.

### Swain Hall

The Swain Hall committee has been working with the architects to review changes to the design. The cost estimates have far exceeded the original budget, so part of the challenge for the architects and committee is to reduce the size and expense of the building. An analysis of the programming and scheduling of the building to determine the regularity and demand on usage is being developed. The plans are to begin vacating the building this summer for asbestos abatement. The exercise equipment in Swain, the offices, and the football program will be relocated to the Dome.

### Landscape Plan

Clark Enersen has forwarded a draft of the detailed landscape plan. The plan describes the installation of the new sign on Broadway, the renovation of the quad area to the west of the Student Center, a new area in the quad near the Science building, the opening of 11<sup>th</sup> Avenue, and a variety of other details involving new plantings and walkways. The plan is under review and suggested changes will be returned to the architects.

### Minot State University Monument Sign on Broadway

The final design and location of the sign are under review by the architects. The architects are working to develop a construction plan and document for the installation, which is projected to occur before the end of August.

### Retiree Reception

Recently we honored Sandra Starr and George Clarke at a retirement social on campus. Both individuals were acknowledged and thanked for their many years of service to Minot State. Each has put in more than 40 years of service to our university.

### Kim Thompson Resignation

Kim has tendered her resignation as the director of public information effective the first week of June. Kim has served the university well in many ways. Under her leadership in public information, MSU has established a professional MSU Inside publication, overseen the distribution of news related stories to the media, provided support and guidance on the development of the MSU web site, and coordinated the challenging job of distributing announcements on a daily basis to campus. She was instrumental in working with a marketing firm to develop a new brand and marketing strategy for the campus. Overseeing an expanded office, Kim was responsible for spearheading a number of new initiatives, including a new media tips program and a campus-wide calendar of events and schedule. A search process is currently underway for her replacement. We wish Kim the best.

### Community Bowl

Voters in Minot will be considering a referendum to use a portion of the NAWS tax to construct the community bowl. The vote will occur on June 10. The community bowl committee and other supporters are working to encourage voters to support the referendum.

## **List of Selected Activities and Events (since April 16, 2008)**

### **April**

- Who's Who Luncheon welcome
- Chamber Honors Banquet
- Lunch with Foundation Board President
- Welcome and remarks to social to honor retirees
- Reception for Sister Mabel Meng
- MSU-Bottineau Recognition Luncheon
- AASCU President's Rural Stewardship Symposium I Kentucky
- MSU Foundation Board Meeting
- Presentation to Faculty Senate regarding a budgeting and streamlining proposal
- Presentation to Staff Senate regarding budget
- Presentation to University Cabinet
- Presentation to Student Government Association Officers regarding budget
- Chamber Business After Hours
- MSU Band Concert
- Theatre Performance, "I Hate Hamlet"
- Board of Regents Meeting
- Center of Excellence meeting
- President's Staff weekly meetings
- Presentation to College of Arts and Sciences faculty and staff regarding budget proposal
- Keynote speaker at Scholarship Rotary Dinner
- Presentation to College of Education and Health Sciences regarding budget
- Capital requests meeting with NDUS vice chancellor

### **May**

- Welcome at enrollment Services Scholarship Presentations and reception for students and parents
- Meeting with International Faculty Association Officers
- Foundation of Excellence open forum
- Presentation to College of Business faculty and staff regarding budget proposals
- Faculty Senate meeting
- Scheel's presentation of equipment to Dream Catchers at Mall
- MSU Concert Choir
- President's Staff visit to Ft. Berthold Community College; participation and presentation at Founder's Day Event
- Rotary
- Meeting with local legislators regarding budget proposals
- Keynote presentation at Bottineau Chamber of Commerce Scholarship Awards Program
- Faculty breakfast
- Chair meetings of Ad-Hoc Budget Review Committee
- Meeting regarding Swain with local legislators
- College of Business Recognition Banquet
- Welcome to students at KMOT Best of Class recognition program
- Open house at KXMC studios
- Meeting regarding Turkey and S. Korea partnerships and visits.

- Wellness Center planning meeting
- Breakfast with Wellness Center lead architect
- Senior Athletic Banquet
- Hosting pre-commencement breakfast
- Commencement in MSU Dome
- Commencement for MSU-Bottineau in Bottineau
- Meeting with Staff Senate President
- Meeting to discuss data input for Accountability Measures
- Trinity Board meeting
- Meeting with InfoTech CEO regarding Center of Excellence project
- Meeting with incoming Faculty Senate president to discuss next year
- Conference call with Title III consultant regarding proposal
- Bismarck MSU graduates reception in Bismarck
- Meeting with local legislators regarding capital projects
- Meeting to discuss prioritizing program criteria
- Reference checks for NDUS ConnectND CIO search
- Chamber Board of Directors meeting
- Meeting with Staff Senate to discuss white paper on shared governance.

David Fuller  
May 21, 2008