

University Cabinet Minutes
March 17, 2010

Present: Lynda Bertsch, Libby Claerbout, Linda Cresap, Conrad Davidson, Ron Dorn, Lisa Eriksmoen, Sandy Foley, Russ Gagnon, Dale Gehring, Rod Hair, Rick Hedberg, Cathy Horvath, Dick Jenkins, Roger Kluck, JoAnn Linrud, Teresa Loftesnes, Mark Lyman, Wes Matthews, Neil Nordquist, Sandy Nordstrom, Dennis Parisien, Leon Perzinski, Ernst Pijning, Gary Rabe, Marv Semrau, Jennifer Sick, Kris Warmoth Jonelle Watson and Deb Wentz

Absent: Brent Askvig, Caren Barnett, Brad Damm, David Fuller, Kevin Harmon, Sarah Henderson, Sarah Perry, and Matt Schaefer

Guests: Susie Mack, Susan Podrygula, Wade Regier, Billy Seright, and Susie Mack

Approval of Minutes

The minutes of the January 27, 2010 meeting were approved as presented.

Old Business

Billy Seright of Companions for Children outlined the proposal that was prepared for MSU participation in the CfC program. The MSU hockey team has been involved in various CfC activities in the past and the proposed ideas would fit nicely with civic engagement opportunities as outlined in Vision 2013.

The question was raised about maybe CETL taking the MSU lead on this. Seright just wants to get the proposal looked at and have a chance to meet with a group on campus that can help formalize and define a partnership between MSU and CfC. Information will be forwarded to CETL for their review and follow up with Seright.

New Business

1. Senate Reports:

Faculty senate – Senate President Pijning reported that senate committees continue their work on committees. Senate appreciates the special faculty and staff publication produced by PIO that highlights achievements. Currently have an ad hoc committee to determine a vice president candidate for faculty senate next year.

Staff senate – Senate vice president, Wade Regier reported that three staff members have been awarded a \$70 scholarship for either their own academic use or that of their dependent child. Senate elections are coming up shortly. NDUS Staff Senate continues their work on getting a seat on the SBHE so they are represented just as faculty and students currently are.

Student Government – No report – spring break

3. Compensation Task Force

We provided an update of items that will be explained in campus forums to be held on April 6 at 8:00 a.m. and 9:00 a.m. Please encourage people in your areas to attend

4. Understanding the Goal

The third installment addressing the graduation and retention rates was reviewed. Be sure to share this information in each of your respective areas.

5. Admissions Criteria

VPAA Rabe distributed a proposal from the Admission Criteria Review Committee and the Academic Policies Committee regarding admission to MSU based on varying factors. The different admissions categories were discussed and suggestions were provided. Two open forums will be held on March 22 at 8:00 and again at 10:00 for the campus to review and offer their recommendations.

6. Motor Pool Policy

The state has changed their rules on use of motor pool vehicles and all requests must be approved prior to using the vehicle. Normally this will not be an issue as the vehicle will be used for university or state purposes and will be driven by a state employee. The problem comes in when students, who are not state employees, request a vehicle to attend an event that does not provide a benefit to the state. All requests and those involving students, should be given at least a week for approval to be granted. It was suggested that if we know of recurring events we may get these pre-approved. Kluck was instructed to provide notice to campus as this is important information that student groups will need to be aware of.

Another change the state has instituted is that we maintain a log of all potential drivers of state vehicles as they will all need to take a defensive driving course. Warmoth was asked to see if there are IVN courses available that many staff could take at the same time – Bottineau is doing one over IVN after Easter.

A final directive of the state is that there will be absolutely no text messaging done while operating a state vehicle.

7. Emergency Training

Fall of 2010 we will be conducting fire drills on the campus so people know what they should do in case of a real emergency. During the spring semester 2011 we will do a full scale emergency drill involving city and county personnel as well as our own people.

2. Announcements/acknowledgements/calendar

Acknowledgements announced at the meeting included: Mary Smith, Gary Ross, Diane Maupin, Erik Anderson, Dianna Anderson, John Rumney, Tawnya Bernsdorf, Geraldo Lima, Leisa Harmon, Lori Willoughby, Becky Anhorn, Lori Garnes, Dennis Parisien, Wylie Hammond, Kathy Nelson, Laurie Weber, Michelle Passa, Merri Jo Connole, Jolina Miller, Rebecca Porter, Lynda Bertsch, Mandy Bibow, George Withus, Rhonda Holden-Selk, Brad Brentrup, Mikhail Bobylev, Deanna Klein, Patti Fedje, Lesley Magnus, Kevin Neuharth, Deb Olson, Linda Olson, Clarine Sandstrom, Amy Woodbeck, JoAnn Linrud, Frank Mosely, Jerry Stai, Kris Warmoth,

Young Son, Teresa Loftesnes, Sandy Nordstrom, Leon Perzinski, Linda Cresap, Laurel Hyatt, Bob Feller, Chris Stroschein, and Chartwells.

4. Current issues/reports

Financial Aid – Scholarship information is being sent out this week to chairs.

CEL – energy symposium went very well with good attendance and many positive comments. Jessica Zibell is the new administrative assistant for the department.

Plant – all Plant and Athletics staff did an excellent job with all the extra activities taking place on campus over the past few weeks. Everyone is thanked for their patience as we accommodate our guests that have been here for State Boys and Girls basketball tournaments and the Special Olympics tournament among many other big events that have taken place.

Kluck provided an update on various building updates or construction.

Admissions – Tiffany Fyelling is the new administrative assistant for the department.

Registrar – regalia deadline for commencement is next Tuesday. Registration begins next week; fall and summer graduation applications are due at the end of next week.

HR – evaluations are due March 31.

Marketing – 4 of the schools coming to campus for the boy's tournament will be using rooms on our campus as their hospitality rooms. Remember to show your support at the MSU @ the mall on March 27th.

Alumni – Walter Piehl joined the alumni department in Arizona this year and proved to be a huge hit with the crowds at the various events we hosted.

5. President's Report – the President's report was distributed earlier. Please share with others in your area and as always if there are any questions please do not hesitate to contact the president.

6. Other – Everyone is reminded once again to enter events on the MSU calendar.

Beaver Ridge – the Foundation was approached by private investors to build on the AJ property – they would lease from the Foundation initially with a possible “gift back” years later. There are many issues that need to be addressed before any of this finalized – if at all.

VP Administration and Finance – we brought 2 candidates to campus for interviews – one has chosen to withdraw and the other was not recommended by the committee. We will re-post the

position and change the required/preferred qualifications as well as change the salary to appeal to a broader base of potential applicants.

Meeting adjourned at 10:55 a.m.

Deb Wentz, Recording Secretary