

**University Cabinet Minutes**  
**May 16, 2007**  
**Westlie Room – 9:00 a.m.**

**Present:** Tania Balas, Caren Barnett, Lynda Bertsch, Libby Claerbout, Sheila Collins, Linda Cresap, Ron Dorn, Jared Edwards, Bryce Fifield, Sandy Foley, David Fuller, Dale Gehring, John Girard, Wylie Hammond, Rick Hedberg, Cathy Horvath, Dick Jenkins, Yueh-Ting Lee, JoAnn Linrud, Teresa Loftesnes, Wes Matthews, Sandy Nordstrom, Leon Perzinski, Gary Rabe, Ann Rivera, Kim Thompson, Kris Warmoth, Jonelle Watson, and Deb Wentz.

**Absent:** Brad Damm, Lisa Eriksmoen, Russ Gagnon, Neil Nordquist, Wade Regier and Marv Semrau.

**Others Attending:**

Tawnya Bernsdorf for Advancement, Shan Haarsager for Arts & Sciences, and Krista Ide for Student Life.

Dr. Fuller called the meeting to order at 9:00 a.m.

**Approval of Minutes**

Minutes of the April 11, 2007 meeting were approved as presented.

**New Business**

1. Calendar of Activities/Updates

K. Thompson distributed an updated acknowledgements/announcements/calendar of events and asked everyone to be sure to note the additional acknowledgements that were included since the agenda was distributed.

G. Rabe introduced and welcomed Sheila Collins, library director, and John Girard, summer manager/consultant for enrollment services as the newest members of Cabinet.

CEL – Minot High School recently presented CEL with an award of special recognition for their work in delivering dual credit courses to the high school students

International – There are 43 people going on the China study tour; this includes university personnel, students, and people from the Minot community. A smaller delegation will be traveling to Norway, Sweden, and Denmark at the beginning of June.

NDCPD – just finished with an annual statewide conference that they help sponsor every year for the ND Association of Community Facilities. Many NDCPD staff was involved with the conference and spent much time organizing specific events.

Residence Life – we are ahead of last year with freshman registrations; returning student numbers are down.

Registrar – the Commencement ceremony went very well; there were many positive comments regarding the additions and changes that were made to this year’s event.

Business Office – the budget is due June 11; please comply with requested deadlines regarding the discretionary budget items.

We received one bid on the Dome floor and it was an acceptable bid. We will plan to start on the renovation around June 20 and be completed around the 10<sup>th</sup> of August.

We have interviewed two of three architects for the Swain project; the interview of the third architect will take place tomorrow.

Jonelle and Robin will be attending a conference in Milwaukee beginning this Saturday and returning next week Tuesday.

Master Plan Items – the architects will be back on campus at the end of May to finalize the plan. They will hold a few meetings regarding campus aesthetics and landscaping as well as the renovation of the Student Center; all are encouraged to attend. We will post the final version of the plan on our web site.

Campus signage as well as the facelift to the Student Center atrium area will get underway this summer.

AJ Building – nothing has been defined for the building yet. The Artspace proposal is no longer an option. Currently, the building is used for storage of MSU property.

Centers of Excellence – there are a group of faculty, deans, and representatives from Info Tech and SRT working on a new technology center proposal to submit for the next round of funding. Deadline is July 16 with presentations to the Commission at the end of July or early August.

## 2. President’s Report

\* We had a very good legislative session with the way things turned out for faculty/staff salaries as well as the Dome and Swain projects.

\* Commencement exercises went very smoothly; our special guest, Ila Seltzler was overwhelmed with the attention she received that day. Many good comments on the recognition of the two honorary degree recipients as well.

\* HLC – there is a team of 10 finishing up the edits to the five criteria; should be done by end of June. Final draft will be presented at fall Convocation.

\* Seven teams have completed their work on the action plans for the strategies outlined in Vision 2013. The next step will be for Planning and Budget Council to meet and begin work on prioritizing and assigning a dollar value.

## 3. Crisis Management Update

Updated information regarding response to an armed assailant and the campus emergency telephone tree were distributed. Currently looking into the possibility of a loud speakers system on campus. Work continues on the crisis management plan.

4. Climate Assessment Survey Results

There are some very obvious issues that need to be addressed. The results regarding sexual assault cases are alarming and show the need for professional development and training. There are some issues with staff not feeling comfortable due to begin harassed by other staff. These all need to be addressed.

The Diversity Committee will be holding a follow up conference call with Sue Rankin to get direction on how to address issues identified in the survey results. This call will take place on May 24<sup>th</sup>.

5. After Cabinet Discussion – there will be no after cabinet discussion tomorrow.

The meeting adjourned at 10:00 a.m. The next meeting is scheduled for June 20, 2007

Submitted by, Deb Wentz