

University Cabinet Minutes
August 25, 2008

Present: Nathan Anderson, Brent Askvig, Caren Barnett, Kristi Berg, Lynda Bertsch, Sheila Collins, Linda Cresap, Conrad Davidson, Ron Dorn, Lisa Eriksmoen, Sandy Foley, David Fuller, Dale Gehring, Rod Hair, Wylie Hammond, Kevin Harmon, Rick Hedberg, Cathy Horvath, Dick Jenkins, Roger Kluck, JoAnn Linrud, Teresa Loftesnes, Mark Lyman, Wes Matthews, Neil Nordquist, Sandy Nordstrom, Gary Rabe, Marv Semrau, Jennifer sick, Ken Story, Kris Warmoth, and Deb Wentz

Absent: Libby Claerbout, Brad Damm, Russ Gagnon, Leon Perzinski, and Jonelle Watson

Approval of Minutes

The minutes of the June 18, 2008 meeting were approved with corrections noted.

Old Business

None

New Business

1. Overview of University Cabinet

D. Fuller reviewed the mission of the University Cabinet which includes: providing a forum for communications, area updates, and discussion of key topics affecting the university. The role of the cabinet is to offer advice, information, and guidance to the president. Members are to report back to their respective constituency groups through meetings and/or distribution of cabinet minutes.

2. 2008 -2009 Alignment Plans/Goals

Cabinet members were briefed on the Roundtable on Higher Education and the subsequent strategic plan that is connected to and supported by campus alignment plans. This plan is based on the needs and opportunities of the state and is based on six cornerstone goals.

The NDUS requires that each campus identify no more than 10

The following goals were identified by cabinet members:

Cornerstone Goal #1 – Economic Development Connection

Through MSU's partnership in the Western North Dakota consortium, prepare and plan an energy symposium.

Complete Stage II development of Energy Economics and Finance Major

Through RCJC, PCDC, CEL, and NDCPD develop and offer specialized training for professionals from around the state.

Collaborate with partners to address shortage of workers in professional fields (health and technology)

Continue to seek partners for a Centers of Excellence Project

Work with community leaders and area school boards to obtain a Community Bowl on the campus of MSU

STEM grant

NDCPD – Great Plains Autism Spectrum Disorders Treatment Program

FBCC/First Nations/Three Affiliated Tribes

Cornerstone Goal #2 – Education Excellence

Develop actions to carry out recommendations of the FoE study to include enhanced advisement, engagement in community, and enhancement of internships. Continue APEX opportunities through CoB

Center of the Applied Study of Cognition & Learning Sciences

Studies in Community and Environment

Develop a plan for a teaching and learning center which will incorporate Title III proposed goals and existing office of instructional technology.

Information Literacy Program

AAC&U

CLA

STEM grant

Establish ESL Center

JCEMP – MSIS

Cornerstone #3 – Flexible and Responsive Systems

Offer a minimum of 2 energy workshops in conjunction with the Petroleum Technology Transfer Council. Have groundwork set for Energy Sustainability Symposia in spring 10

Completing projects defined in the master plan such as boiler replacement, energy conservation, recycling, and use of native plants will result in a more efficient use of time and resources.

Offer innovative delivery of an on line clinic in Communication Disorders

Complete Phase II portion of the Energy Economics & Finance Major

Develop recruitment piece for parents

Foreign language – Arabic

Design Health/Wellness Center

Cornerstone Goal #4 – Accessible System

Continue recruitment efforts in Canada, Washington, and at Tribal colleges.

Evaluate distance education programs and develop offerings based on community survey completed in Bismarck.

Continue to explore possible programs with our international partner institutions.

Continue school visits and meetings with administrators. Study the possibility of offering a tuition incentive to students involved in program.

Flat Rate Tuition

Economic Report

Continued enhancement of web site

Title IV Grant Goal

Cornerstone Goal #5 – Funding and Rewards

Assess current waiver program and restructure to meet needs of diverse students. Review the Great Plains Scholarship program as well as reward system for Graduate students and revise to attract more students.

Continue efforts with the Compensation Task Force and develop standards for merit pay increases. Review aspiration peers and formulate recommendation based on data. Implement program for faculty sabbaticals as well as mini sabbaticals for staff.

Identify, qualify, and evaluate stewardship of major gift prospects by 20%

Identify campus priorities and determine volunteer leadership in preparation of a capital campaign

Prioritizing programs

Cornerstone Goal #6 – Sustaining Vision

The University Cabinet will review the results of the cornerstone goals and will disseminate the results to their constituents.

The Office of Public Information will include accomplishments through their regular publications.

All Senate Presidents will update their constituents on a regular basis.

3. Update on 2007 -08 alignment plans

The final report is being completed and will be send to the NDUS office this week.

4. EOP update

The committee is working on finalizing the emergency contact list for each building/area on campus. Once this is finalized, a final plan will be published for the campus.

Notifind will be available on September 8th. Faculty and staff are required to enter their emergency information into the system.

R. Kluck is working with the Minot PD on conducting training for emergency situations. The plan is to start these training sessions around the beginning of October.

The NDUS did include some money in their budget to help campus' with the cost of installing blue lights, cameras, etc.

5. Department topics/updates/calendar/acknowledgements

CEL – will hold two open forums on September 16 to let the campus know what they offer.

NDCPD – on September 18th the Minot Infant Development Program, a program of NDCPD, will celebrate 30 years of service.

Education & Health Sciences – will be hosting NW area high school superintendants on September 3.

Student Affairs – a short service remembering the events of 9/11 will take place by the twin trees outside of Memorial Hall. Further details will be forthcoming.

Athletics – this Thursday is Red Out Thursday as we kick-off the new football season. Tailgating begins at 4:30 followed by the game at 7:00. Parking lot L will be blocked all day.

ITC – currently in the process of migrating all faculty and staff email to the new exchange server. This process should be seamless and people should not notice anything different with their email program. The move will allow for more unified messaging.

MS Office upgrades are now available to any department at no charge to the department.

Marketing – requests for marketing funds are due on September 5. Thank you to all who helped with the State Fair booth. There will be a free lunch for faculty and staff during Homecoming week.

Bookstore – financial aid charging is taking place now. All this week, the bookstore will be open from 8:00 a.m. to 6:00 p.m.

Student Government Association – welcome week activities will take place this week and next. There will be a club fair on Wednesday.

Recycling – there is still more information to come. MSU will not be a collection site for the surrounding area.

6. President's Report

- Convocation and all events last week went very well. Thanks to all who helped with the Freshman moving in day activities.
- There's been a delay in the construction of the monument sign on Broadway – should be able to bid this out in October

- Facilities should be commended on the work they did in vacating Swain Hall and all the renovations that have taken place in the Dome
- We are off to a busy start and have many things coming up

7. Acknowledgements

Jerry Smith for all the extra work put into the renovations in the Dome

Football team and coaches for their work in putting together the Saturday football games with area high schools. They hosted about 12 teams and had games throughout the day.

Ronnie Walker was acknowledged by the Grad School for helping during their staff shortage.

Anton Huether for his help with the City of Minot Child Care Survey

Amber O'Brien for holding a super training session for all Residence Hall staff.

Deb Wentz, Recording Secretary