

University Cabinet Minutes
November 21, 2018

Present: Paul Brekke, Michael Brooks, Angi Brown, Libby Claerbout, Anna Dykeman, Jeremy Feller, Laurie Geller, Kevin Harmon, Rick Hedberg, Andy Heitkamp, Jane laPlante, Mike Linnell, Teresa Loftesnes, Holly Major, Devin McCall, Jacek Mrozik, Beth Odahlen, Kowan O’Keefe, Leon Perzinski, Aaron Richard, Rebecca Ringham, Steven Shirley, Brian Smith, Katie Tyler, Marc Wachtfogel, Doreen Wald, Jonelle Watson, Laurie Weber, Deb Wentz, and George Withus

Absent: Brent Askvig, Penny Belgarde, Andy Bertsch, Lynda Bertsch, Andy Carter, Lisa Dooley, Melissa Fettig, Steve Johnson, Erik Kana, Janna McKechnie, Annette Mennem, Jerry Migler, Cari Olson, Gary Orluck, Jessica Smestad, and Brent Winiger

Guests: Kevin Kvale and Steve Swenson

Approval of minutes: minutes of the October 31, 2018 meeting were approved as presented.

New Business

1. Senate Reports

Faculty Senate

Senate president, A. Bertsch provided the following report:

- Staff and faculty senate continue to strategize about ways to work closer for an improved campus climate
- The faculty satisfaction survey committee met with the university president and VPAA to collaboratively discuss the results and make recommendations for the campus. These efforts are ongoing and will likely result in written initiatives
- Senate created an “ad hoc committee on external affairs”. The committee will be comprised of faculty and community members to build better external relationships.
- Senate SharePoint folders are available to all MSU employees. Feel free to explore the documents contained at the senate SharePoint link and engage in conversations with faculty on any topic contained therein

Staff Senate

Senate president, K. O’Keefe provided the following report:

- The monthly high-5 award went to Brenda Munson in NDCPD
- A poll was sent to all staff to determine if there is any interest in adjusting hours over the summer; informational forums will be held next week to clarify any questions and concerns
- Staff senate scholarship information is on the web page – deadline for submission is December 14; award will be for the spring semester

Student Government Association

- Attended a leadership conference in Florida and brought back many good ideas to better serve students
- Working with marketing on updating SGA web pages
- DUO testing for students will begin next semester
- Hosted a very well attended civil discourse last week; these will continue in the future and will have varying topics
- Will be hosting a cookie decorating event on December 5

2. President's Report

- The Governor will present his budget on December 5; we should then have a better idea of what is in store for higher education in the upcoming legislative session
- December 6 the State Board of Higher Education will be meeting in Bismarck
- On December 13 we will be hosting local legislators (MSU & DCB) to focus on key points for each institution
- MSU is hosting the Chamber's Business After Hours event on December 13; please encourage people to attend
- The Governor's task force on higher ed governance submitted their recommendations which include a separate board for each NDSU and UND with another board that will oversee the remaining four and two year schools
- Please attend one of the forums providing an update to Empowering Generations
- We will move ahead with consolidation of student academic services; CETL, Power, access services, career services and the writing center will all be relocated to the lower level of the library sometime over the summer; E. Kana will lead this initiative
- This will open up space in the Student Center building in case students want to reimagine their area
- The air supported bubble is up and the football field is ready to be used

3.*Announcements/Acknowledgements

VPSA – December graduation event is on Tuesday from 5:00-7:00 in the NW Arts Center; A. Heitkamp has hosted several Gatekeeper sessions to offer suicide prevention training; an ad hoc committee of the Board of Regents has been meeting with students and staff regarding housing on campus, a full recommendation will be made at the spring Regents meeting

U. Communications – are going to get daily announcements out earlier in the day; have also revised them to allow for better readability; Wednesday deadline for Inside articles

Financial Aid – scholarship applications will be accessible by December 1

Advancement – annual excellence appeal letters going out next week; Day of Giving will be on April 10 – will be getting information out to chairs soon; thank you to the Connections committee for producing another great issue; still working on an alumni speaker series; bid opening for Dome seating will take place next Thursday; Alumni hosted a Pinterest night and had a great turnout

Athletics – hosted the ND high school volleyball tournament last week; winter sports are underway

Housing – RHA attended a leadership conference and they may propose some policy changes for next year; hosting a Thanksgiving meal for on campus students tomorrow

Assessment – have been meeting with many departments around campus; working on a lot of background information right now

Business Office – still have 215 people who have not completed the fraud video – this is mandatory for everyone – deadline is Friday

Library – on December 10 we will have the therapy dog in the library; C. Lemer (from the business office) is the new purchasing associate; received training on the defibrillator located in the library

Student Center – finals breakfast will be on December 10 – looking for volunteers; Six Appeal, an a Capella group from Minneapolis will have a concert in Nelson Hall next week – free and open to the public; focusing on issuing new IDs for students right now but faculty and staff will be coming up soon

Veterans – November 26 will be next suicide training, must pre-register; NDNG education center on campus November 27th and ND Cares on the 28th; Team Minot holiday social on November 30 ; several activities during Veterans week – movie screening, MSU Chorus, History department and Alumni to unveil WWI memorial bench

HR – looking back at PT workers to see if any were eligible for health coverage; will have training in the next few weeks on the People Soft upgrade

Wellness – if you haven't done so yet, sign up for the Healthy Holiday Challenge

CETL – hiring orientation leaders – training on December 14; January 4 there will be an orientation and on the 7th we will have welcome day activities

Enrollment – will host orientation on December 3 for MAFB; finished with fall high school visits; thanks to all that helped with Preview Day; still need help with MHS outreach and high school basketball games

NA/Diversity – thanks to L. Claerbout and her department for all the hard work on the Global Sights Photo Contest and the International Cultural Celebration; thanks to all who attended the NA Center open house on November 1

Registrar – contacting students who have not yet enrolled for spring;

Power - budget got approved with an increase in money for travel; still have openings

International – new study abroad coordinator has started; had good showing for the International Cultural event; there is a Stayin Alive Canada concert on Saturday and proceeds will go to the group going to Norway in May

CEL - annual review with MAFB allows us to add new majors and programs; increase in Grad students; upgrade to Blackboard in December

Bookstore – have received half of the books for spring – instructors need to get orders in; Distress Fest last week – good attendance; check out the Black Friday sales online the day after Thanksgiving

NDCPD - waiting on 5 federal RFPs that we had submitted

ITC – waiting for holiday break so they can get back in classrooms so updates can be made; don't give out your credentials or accept a DUO that you have not authorized

Marketing – visual review process is going well – please try to give 3-5 days' notice; Tuesday evening between the WBB & MBB games we will have a meet and greet in honor of two of our students – 2019 Miss ND Teen USA, Caitlyn Vogel and 2019 Miss ND USA, Samantha Redding

VPAA – HLC/Assessment work continues; NDWHEN conference went well, thanks to those that participated; the alum featured in the latest Connections magazine, Veronica Pinnik, will be here in January

Student Health – phase 1 of the electronic health record implementation is complete; college health assessment was conducted in October; new patient counseling visits this fall are up 84% compared to 2016; student health clinic mental health visits increased 1,333% compared to 2016; access services are providing accommodations to the largest number of students they ever have

Adjourned at 10:15

Respectfully submitted, Deb Wentz