

University Cabinet Minutes
October 21, 2020

Present: Brent Askvig, Penny Belgarde, Lindsey Benson, Lynda Bertsch, Lisa Borden-King, Paul Brekke, Andy Carter, Libby Claerbout, Laurie Davis, Lisa Dooley, Anna Dykeman, Jeremy Feller, Laurie Geller, Kevin Harmon, Rick Hedberg, Tiffany Heth, Jane laPlante, Michael Linnell, Steve Lipp, Teresa Loftesnes, Holly Major, Annette Mennem, Jacek Mrozik, Robert Norman, Beth Odahlen, Cari Olson, Darren Olson, Leon Perzinski, Rebecca Ringham, Steven Shirley, Jessica Smestad, Karina Stander, James Sturm, Katie Tyler, Doreen Wald, Jonelle Watson, Laurie Weber, Deb Wentz, Brent Winiger and George Withus

Absent: Jorge Baez, Deb Haman, Erik Kana, Janna McKechnie, Jerry Migler, Gary Orluck and Brian Smith

Guest: Ann Bougard

Approval of minutes: minutes of the September 16, 2020 meeting were approved as presented.

New Business

1. Senate Reports

SGA

- All students will have an opportunity to vote on the renovation project for the Student Center – voting takes place November 10, 11, and 12

Faculty Senate

- Worked with Staff Senate to determine how research faculty/NDCPD should be classified; Staff Senate will handle this in the future
- Next meeting is on October 22 and will discuss reorganization
- Question was raised if we are doing our own contact tracing – we have hired 14 people and they are currently in training

Staff Senate

- D. Pierson is the latest high 5 recipient
- Will be hosting a food/coat/hats/gloves drive from November 2 – 20 for the benefit of the student pantry
- Scholarship application is available now
- Looking at ways to offer employees some mental breaks and get their minds off of COVID

2. Athletics Update

- Even though there are no competitions taking place, our student athletes continue with their training, practices, etc.
- Have received resocialization guidelines from the NCAA to follow for winter sports which includes:
 - Testing three times a week – not on consecutive days
- This poses problems as we would need to have results immediately – equipment is costly
- Would have problems if a team is out of town with the equipment and another team would need it
- Very proud of our student athletes; no one has given up

- They were given the opportunity to opt out without losing anything and we only had 6 choose this option
- Coaches are creating a positive culture
- Summer programs opened with protocols in place and we had a great response
- Students use the app Team Sync – a screening app to prevent COVID spread
- Have required athletes to get tested; temperatures are taken when they do anything
- No competitions until January 1; to get the full basketball schedule in, it would require playing 3 games a week; if one person would test positive the whole team would have to isolate

3. President's Report

- We have 30 active COVID cases today; number has been slowly creeping up; more people are staying indoors due to weather, so the risk of spread is greater
- The key is to continue testing; we may be able to identify where outbreaks are and help to reduce the spread on campus
- If the Governor decides to move Ward county up a level to high risk, does not necessarily mean that we go to a complete online delivery; we have been more restrictive than much of the county by mandating masks, offering continued testing, and maintaining distancing; City of Minot has also passed a mask mandate for residents
- We do have a mandate from the SBHE to have on campus delivery of classes
- Supervisors are reminded to be flexible with employees; if the risk level does change, this could potentially result in daycares and/or schools changing the way they operate and could mean that parents may have to have the ability to work from home
- We have requested more CARES Act funds and should be getting more to upgrade technology
- We held our Board of Regents meeting on October 9 and were able to recognize the five recipients of the Regents achievement awards
- We should have our HLC report around the 26th or 27th of this month; exit review was very positive; recommendation was made to have B. Winiger serve as co-chair on the Strategic Planning and Budget Committee which will happen immediately
- Presented to the OMB last week; the Governor will release his budget proposal sometime in mid-December; we did propose a renovation project for Hartnett Hall which will probably not get funded

3. Acknowledgements

NDCPD – over the past month and a half, we have secured seven new grants/contracts resulting in about \$600,000+; biggest is the A-Step program (\$300,000) helping other colleges and universities set up this program on their campus; managing COVID among staff; all projects have emergency plans and others are helping in these areas; Consumer Advisory Council, meet quarterly and discussed upcoming legislative session; look at Facebook and Twitter for NDCPD's 30th anniversary events

DCB – attended the annual foundation meeting last night via virtual means; they have the #1 project for the renovation of Old Main

Wellness – we had to postpone our social justice speaker until spring as he was not comfortable in coming to ND due to the high COVID numbers; starting the COVID 19K – virtual event

International – International Education Week is the 3rd week of November – activities will be modified; still hosting the global sites photos contest; we would typically have a cultural event as well but this year will be distributing goody bags of treats from around the world; still waiting to hear from Dept. of Homeland Security and what changes may take place for students to stay in the country if classes are online

HR – open enrollment is taking place now – ends on November 6; TIAA rep will no longer come to campus for face to face visit but go to their web site to schedule a virtual meeting; all hires will be going through the Recruiting Solutions program

Title IX – reminder to get training done; student holds will be placed in the next few days if training is not completed; teaming up with the Domestic Violence Crisis Center and accepting donations of items they need, in particular, canned goods

LCM – had 250 for soup yesterday; may not have soup next week as we want to be safe with our outside people that come on campus to serve; still looking for items for the student food pantry

VPAA – commencement will not take place this fall; Registrar is working with new scheduling software; mid-term planning; HLC comprehensive visit in 2022 – working on assigning roles; (Ringrose) is the lead; several faculty have received Epscor Grants; Governor’s emergency relief fund - have applied for seven different projects; search for Severson Academy director and NDCPD executive director

Military – Troops to teacher were on campus; ND veterans Affairs Commissionaires Academic Advisory group is working on getting this year’s statewide Veterans survey completed; participated in VA 85/15 rule changes training; Veterans Stand Down is on October 22; There will not be any Community Services Providers on Campus this year for Veterans Week (5,6,9,10 November), and there will not be a live campus Veterans Day event on Wednesday 10 Nov due to COVID-19 protocol.

Advancement – donor visits continue with stops in Fargo, Montana, Minnesota, and Dallas; faculty/staff giving campaign is taking place; closing on the Beaver Ridge complex tomorrow; also attending D. Slaaten’s funeral

Bookstore – things have been very quiet - moving hours to 9:00 – 4:00 until the end of the semester; getting ready for spring

Library – surveyed students on what their preference is for Saturday hours – will be making a change to being open between 1:00 and 5:00 rather than in the morning; have renovated the area that used to contain the NA artifacts and now have photos on the wall; looking for librarian to replace P. Hunt

U Comm – Connections going out on Friday; using new email service for Boards and donors and seems to be going well so far; have made changes to the COVID page and are looking at making it more interactive

Marketing – currently 25 digital media campaigns taking place; looking at a way to honor December grads; many web pages need updates; follow the visual review policy

Power – if you want a sugar skull to decorate stop by the office

NA – 10/5 the City of Minot passed a proclamation to rename Columbus Day to Indigenous Peoples Day; had a small virtual event to celebrate this and will plan for a big event next year; will have a cultural event in November – a virtual make your own earrings event; will also look at offering some story teller sessions; presented at a virtual National Indian Education conference last month; attended a webinar yesterday on how we should promote Z-degrees or Z-textbook degrees

CEL – new online course developments; working with MAFB to look at solutions to accommodate airmen schedules, in particular for Gen Ed courses

IR – enrollment reports have all been posted; student profile is done; fact book updates are posted as they are updated; developing a new dashboard that will automatically update with new data as it happens

Student Center – MSU Life has been very busy offering a number of different events; SGA took a safety tour of the campus Monday evening and identified some lights that were out, potholes in parking lot, and low hanging tree limbs

Housing – spring/fall applications are available right now; seeking to form a focus group to look at improving the campus experience – if interested in participating let K. Stander know

Looyenga Leadership - have started hosting leadership workshops; student participation has been good; nominate students for emerging leaders in spring – over 50 received so far

Enrollment – hosting upcoming preview days which will be a virtual event; new student orientation for spring will open in November

Financial Aid – FA Appreciation day is today; 2021-22 FAFSA is available; get your spouse/dependent tuition waiver forms in; L. Benson is attending a virtual regional financial aid conference; scholarship application opening in November

VPAF – Ionization installation around campus is going well; some buildings cannot have a permanent unit so they are getting portable units

ITC – back to full staff today; staff will need to get vacations in before the end of year so they do not lose any hours; if you get an email for MS Teams audio it is not a scam (re: audio conferencing)

Adjourned at 10:33

Respectfully submitted, Deb Wentz