

University Cabinet Minutes
October 20, 2021

Present: Nathan Anderson, Lynda Bertsch, Paul Brekke, Libby Claerbout, Laurie Davis, Lisa Dooley, Anna Dykeman, Jeremy Feller, Laurie Geller, Deb Haman, Kevin Harmon, Rick Hedberg, Andy Heitkamp, Tiffany Heth, Cole Krueger, Jane laPlante, Janese Lehman, Michael Linnell, Steve Lipp, Janna McKechnie, Annette Mennem, Jacek Mrozik, Beth Odahlen, Cari Olson, Darren Olson, Gary Orluck, Leon Perzinski, Rebecca Ringham, Steve Shirley, Jessica Smestad, Karina Stander, Doreen Wald, Jonelle Watson, Laurie Weber, Deb Wentz, Brent Winiger, and George Withus

Absent: Penny Belgarde, Andy Carter, Joe Collette, Lori Garnes, Jerry Migler, Robert Norman, Brian Smith, James Sturm, and Jorge Talamantes Baez

Guests: Hilory Liccini

Approval of minutes: minutes of the September 22, 2021 meeting were approved as presented.

New Business

1. Senate Reports

SGA

- Approved recommendations of the CSO budget
- Meeting on October 26 to review the Beaver Dam renovation project

Faculty Senate

- Approved boiler-plate syllabus statement letting all students know that peer tutoring is available free of charge
- Endorsed new language for MSU's asynchronous course offerings
- Student Learning Assessment Committee is moving forward to work with director of assessment and help ensure that both academic and co-curricular data areas are used in the strategic budgeting process
- Had first general introduction to the ePerformance package
- Discussed retention of junior faculty

Staff Senate

- Latest High 5 recipient is Shan. H; offices receiving a shout out were Business Office, Wellness Center, and Facilities
- Food/clothing drive for MSU pantry will take place through November 11
- Professional Development session on December 10 with J. Sturm

2. President's Report

- Had an opportunity to present to the SBHE regarding the CTE project for MSU/DCB; closed on the building last week and DCB will lease from the Foundation
- We are preparing for the annual budget process
- Thanks to all who helped with the numerous Homecoming events; all events were well attended
- ARPA funds will be decided by legislators soon; we have put in a request for the Hartnett renovation
- May be back on campus in a couple of weeks

3. Acknowledgements/Announcements:

Assessment – have started liaison training with HLC; continue exploring SPOL for assessment use; interviewed over 30 departments to address improvements through SPOL; VCSU is currently using this for assessment purposes; other institutions are looking into this as well; SPOL is available to all NDUS institutions and we are looking at piloting it at MSU; setting a date for co-curricular meeting; over 30 assessment reports have been received for academic programs

Career – November 11 we will have a Job Shadow Day for students – currently working on lining up these contacts within the community

Wellness – PCIA training this weekend; participating in family/kick start days; hosting a wellness fair on November 2; intra murals are busy; thanks to staff senate for their annual food/clothing drive; eSports survey in public announcements to provide input

International – will host a cultural celebration on November 4 from 12:30 – 2:30; have 10 or more signed up; also accepting photos for Global Sites photo contest; had to cancel our shopping shuttle due to low usage; will provide taxi passes where we pay for the entire taxi pass and served 73 passes already; also passing out Souris Basin tokens so students can make arrangements for rides; diversity council to provide Stand up 101 to help provide skills to campus to combat harassment in all forms

HR – open enrollment started this week and runs through November 5; Aflac will be on campus for the next few weeks

Title IX – training is due on October 31; students will be due on the 22nd; thanks to all who took part in Take Back the Night

Publications – everything is back on track now that homecoming is over

LCM – have been serving almost 400 soup participants each week; Tuesdays we offer frozen food for students to get from the pantry; have been invited to several FYE classes this year to discuss spiritual wellness

VPAA – Notstock went well; HLC work continues; CEL working on licensures in other states; continue meetings with new faculty; budgets are due on November 8; working on evaluations for adjunct faculty

Student health – working on holds for students missing vaccination records; if students have not been paid their \$100 incentive contact student health - had about 700; counselors are very busy working with other departments on campus; flu clinic next Wednesday and will be the last one we will have

VPSA – Tuesday SGA will host JLG to go over the renovation of the student center; working with Ackerman Estvold for the outdoor gathering space in the quad; have 40 registered for parent/family weekend beginning Thursday night; Friday night we will have an October Fest in the quad; new Starbucks coffee machine is up and running in the Beaver Dam; salad robot will be here in November; working with Diversity Council on establishment of a Director for Diversity; will host another Covid vaccination event in November

Foundation – thanks to all who participated/hosted homecoming events; theater renovation continues to take place; will be hosting an alumni event in MN next week; will have a West Coast event in the coming weeks; Annual Excellence campaign will roll out soon

Military resources - attended monthly military affairs; North Central stand down tomorrow; have people from NDSU and BSC for some training next week; attending virtual behavior health conference next week; Veterans week community fair on November 8-10; program on the 10th in the center

Marketing – roll out of the Hometown Pride Scholarship went well; we will keep the momentum going with more promos; transfer campaign for fall 22 is beginning in December; new day in the life commercial; filming is complete on new virtual tour

Library – distance ed services video was completed and is on the library web site

NDCPD – October is National Disability Employment Awareness month; more of a customized employment; writing new five-year plan; consumer advisory committee met last weekend

U Comm – Connections will go out in November; video to along with student interviews (Onward Beavers); plan is to do two per month; thanks to R. Heit for his help on this project

Alumni – thanks again to everyone with homecoming events; MN next week for alumni event; November 6 is movie night in the Dome; wear your “I Give” shirts on the first Wednesday of the month

NA – attended spirit walk in Bismarck and also included our students from BSC; presented and recruited at a conference in New Mexico; also did some recruiting in MN en route to the New Mexico event; many activities starting in November in celebration of NA month; land acknowledgment is moving forward – met with cultural experts to draft this document; working with faculty on campus on recruitment

IR – student profiles for MSU and DCB are on the web; Fact Book updates are ongoing -usually have done by November; registered for the NSSE and FSSE surveys

Security – quiet on campus; received a discount on our Risk Management program

Registrar – next week registration begins for currently enrolled students; using various means to get students registered; no one can register before October 26

Residence Life – working with marketing to redo the web site as it is one of the top five sites that students will check on; putting together budgets for hall/apartment improvements; looking at improving MSU pride in the halls; have gotten a lot of rave reviews on where our office is now located

Bookstore – on November 1 will have a new web site with good selection of merchandise; will be gone for a couple of weeks to help open a new store in Colorado

Financial Aid - preparing for 2022-2023 year; FAFSA opened on October 1; wrapping up some of the emergency funding distributions; presented to Interim HE committee last week in Williston

ITC – installing new podium equipment in the classrooms

VPAF – trying to spend down some of the Covid related funding; HERF requests on campus have been coming in with some good ideas – have to make sure we are in compliance when spending these dollars; budget season is starting up again

Looyenga Center – leadership workshops continue; encourage students to participate; nominations for the Emerging Leaders are due October 22

ASC - working on getting positions hired in POWER; Tutoring available and having a GREAT turn-out for all areas; Spring FYEs are posted and the FYE form is online for students to complete if they need to sign up for Spring FYEs

Adjourned at 10:31

Respectfully submitted, Deb Wentz