

University Cabinet Minutes
January 18, 2023

Present: Sara Abrahamson, Nathan Anderson, Maggie Backen, Paul Brekke, Lisa Dooley, Lori Garnes, Deb Haman, Kevin Harmon, Rick Hedberg, Andy Heitkamp, Tiffany Heth, Cole Krueger, Jane laPlante, Jynette Larshus, Michael Linnell, Heather Martin, Janna McKechnie, Annette Mennem, Jacek Mrozik, Robert Norman, Cari Olson, Rebecca Ringham, Steve Shirley, Carmen Simone, Jessica Smestad, Brian Smith, Doreen Wald, Jonelle Watson, Laurie Weber, Deb Wentz

Absent: Maggie Anderson, Katy Allers, Libby Claerbout, Jeremy Feller, Kevin Forde, Laurie Geller, Lisa Haman, Darren Olson, Gary Orluck, Leon Perzinski, Michelle Sayler, Karina Stander, James Sturm and Brent Winiger

Guests: Ashley Malloy and Praise Okunbor

Approval of minutes: November 16, 2022 meeting minutes were approved as presented.

New Business

1. Senate Reports

SGA

- NDSA will meet in Valley City next week; in February they meet in Minot
- Funding meeting at 2:00 today

Faculty Senate

- Have completed all the work with last year's survey; will address junior faculty concerns
- Senate voted to support the Clean Desk Policy with some clarifications; needs to address not just paper but also storage with locks, cross shredders
- Keeping tabs on legislative issues, in particular state employee salaries

Staff Senate

- Have several events coming up; all events will be included in daily announcements

2. Mascot Mark and Marketing updates

A. Malloy shared the standards for the use of the Mascot Mark:

- The Mascot Mark brings a customizable option to the branding of the university
- The Mascot Mark was formed for student groups to allow a creative, yet branded avenue for the students
- Usage is prohibited for all other entities unless given special approval from the Athletic Department marketing office
- Student groups must submit the approval form to request usage of the Mascot Mark; after approval is granted, the club or organization will work with the Design and Print Services to customize the Mascot Mark
- Usage of prior Beaver marks/illustrations/logos is prohibited unless special permission has been approved by the Marketing executive committee

- The Beaver head logo is the primary logo for MSU Athletics and should not be used on campus by any other departments unless if the department has been given an exception from the MSU Athletic Department

C. Krueger shared information regarding graphic standards, brand guidelines, and campus visual guidelines:

- There are two options available for an email signature (page 23 in Graphics Standard manual) and all employees are asked to use one of them; it will maintain consistent branding across all forms of MSU communications
- The Power Point presentation template has been revised and should be used going forward
- Visual standards have been established to unify the appearance of campus and inspire school spirit; refer to the Visual Standards section (page 41 of the manual)

3. President's Report

- The NDUS and all individual campuses had the opportunity to present to the House Appropriations committee last week
- The Governor has recommended salary increases of 6 & 4% in his budget, however, the state only appropriates about half of that meaning the campus must cover the remainder which would mean an increase in tuition; all campuses are asking the state to fund more of the salary increase
- Beyond compensation, we have recruiting and retaining staff challenges and a general increase in all costs due to inflation
- We have specifically asked for funding to raze Dakota Hall
- Even though the students voted to renovate the Student Center with an increase in student fees paying for it, we still need to have the legislature approve the renovation before we can start anything
- Another bill that will impact Higher Education is a waiver program for employees in the oil and gas sector; asking for \$10M
- During a legislative year requests for data happen often; please be very responsive to any requests you may receive
- Attended the NCAA convention; D. Frantsvog was selected as the recipient of the 2022 Dr. Dave Pariser Faculty Mentor Award; he was honored posthumously, and his wife Sara accepted the award on his behalf

4. Acknowledgements/Announcements:

Advancement – have announced the EMPOWER Grand which will provide \$100,000 in support of academics; faculty and staff may request funding up to \$20,000 to increase enrollment, advance academics, or enhance the academic experience for students; appreciation night is this coming Friday; B. Alex turns 90 on February 4 and will be honored during the home basketball game that evening

Marketing – will be running some ads during NFL playoffs as well as Class B high school boys' and girls' basketball tournaments

Athletics – hockey, basketball, and wrestling this weekend; in conjunction with some community partners, we will be offering MAFB members free admission to the men's hockey game on Saturday evening to enhance base and university relations

VPAF – Strategic Planning has concluded their work on budget decisions and recommendations will now go to President’s Staff for consideration

NDCPD – will be following legislature for bills that are disability related; working on a joint study with an institution in Norway regarding young adults with developmental disabilities; may be taking a trip to Norway in March

DCB – the City of Minot did approve additional funding for the renovation of the CTE building so we can stay on track to offer the dental assistant program; currently looking to fill the dental program director position; will be presenting at Kiwanis and Rotary regarding the CTE

Library – the entryway of the library received a face lift with new paint and paintings; book discussion series will continue on March 23 with the author of “His Feathers Were Chains”, Denise Lajimodiere on campus; copies of the book will be here soon so let J. laPlante know if you are interested in receiving one; we do have a site license for the Chronical of Higher Education so there should be no need to receive a copy through the mail; the link to access the Chronical is on the library web page

UComm – Connections proof coming next week; tried a “themed” edition this time; MSU Highlights and Inside went out last week

HR – working with DCB on policy updates; continue with annual reporting; adjunct overloads now are processed through HR and should no longer be sent to B. Winiger

Student Health – Narcan has been added to all AED cases on campus; Northland medical visits are going well

Design – working with DCB on Giving Day materials

IR – have input IPEDS data; receiving a lot of data requests

Title IX – finishing up training to remove holds

ASC – Power center is still accepting new students; able to award grant aid to over 40 students; workshops are still available

Military – busy with certifications; conducted/participated in training for VA (Fargo), First Link, and Veterans Ed; participated in Marketplace for Kids and Honorary Commander program

Wellness – intra murals starting next week; rock wall competition is next Monday; will host a triathlon in February

CEL – trouble shooting Black Board issues; new sessions in the Lifelong Learning Institute will be announced soon

Alum – appreciation night on Friday beginning with a meal at 5:00; working on details of alumni visits to AZ and FL

Outreach/Grad – registration dates have been set; Junior Date is on 3/25

VPSA – L. Claerbout will be done as of February 10; received a \$4.3M grant for the school psychology program working with Turtle Mountain CC

Business Office – busy with year-end tax forms and auditor requests

Bookstore – last day of charging is tomorrow

Financial Aid – prepping for spring disbursements due next week; scholarship deadline is February 15

Registrar – Clean Desk Policy is securing student data and data in general; attendance reporting needs to get in as it affects the student's compliance in other areas; will host Diploma Days next week encouraging students to stop by the Registrar's office to pick up their diplomas

Assessment – working on items for Assessment Day on February 21; plan to have better outcomes for co-curricular assessment

Adjourned at 10:15

Respectfully submitted, Deb Wentz