

University Cabinet Minutes

January 28, 2015

Present: Brent Askvig, Stephen Banister, Lynda Bertsch, DeVera Bowles, Libby Claerbout, Conrad Davidson, Lisa Eriksmoen, Brian Foisy, Russ Gagnon, Laurie Geller, Kevin Harmon, Rick Hedberg, Andy Heitkamp, Alysia Huck, Marley Kotylak, Gerri Kuna, Teresa Loftesnes, Holly Major, Wes Matthews, Christine McIntosh, Annette Mennem, Jacek Mrozik, Beth Odahlen, Cari Olson, Gary Orluck, Leon Perzinski, Rebecca Porter, Marv Semrau, Steven Shirley, Brian Smith, Steven Swenson, Kris Warmoth, Jonelle Watson, Laurie Weber, Deb Wentz, and George Withus

Absent: Caren Barnett, Dick Jenkins, Lenore Koczon, Devin McCall, Doreen Wald,

Approval of minutes: minutes of December 4, 2014 meeting were approved as written.

Old Business:

B. Foisy covered the new funding model

New Business

1. Senate Reports

Faculty Senate

Senate president DeVera Bowles provided the following report:

- Enrollment services shared some very good information with faculty on how they can assist in the recruiting process
- An ad hoc committee is currently looking at student evals; an on line trial is planned for this summer
- CCF is looking at conducting a survey on the use of state vehicles
- Currently accepting nominations for Distinguished Lifetime Educators and Academic Hall of Fame recipients

Staff Senate

Senate president Steve Swenson provided the following report:

- Staff senate invited the campus to participate in the annual Holiday Decorating contest. Many offices participated and had very creative decorations. The Publications and Design office was voted as the winner for this year.
- Faculty and staff responded very well to the solicitation of recipes for the cookbook with over 300 being submitted. Books should go on sale soon.
- Currently working on details of the annual silent auction
- NDUS staff senate representative for the SBHE is Emma Tufte from VCSU

SGA

Senate president Marley Kotylak provided the following report:

- SGA is re-evaluating the student savings club
- Have been busy working on the budget
- Will host a leadership banquet for SGA clubs
- Working on 24 hour access to the Student Center

- During finals week hoping for a “dead day” where students can rest/relax
- Working on outreach efforts by visiting classrooms and explaining the purpose of SGA to help in recruiting students to serve
- Have been watching ND legislative bills 1261, 1233, and 1303 all which would impact students

2. President’s Report

Legislative Update:

- Minot State presented to the House Appropriations committee last week and it went quite well. Items they wanted specific information on included:
 - Efficiencies/collaborations
 - Partnerships
 - Addressing workforce needs
 - Economic development/research efforts
 - Graduation and retention rates and what efforts are being put forth to better these percentages
 - Priorities for funding
 - Deficiency funding
 - Special salary request (DSU/WSC/BSC/MiSU/DCB) for oil impacted campuses
 - Campus security funding
- We will be presenting to the Senate Appropriations sometime in mid-March
- Challenge Grant Program – Minot State was the first ND campus to reach their fund raising goal in this program. We are hoping we can raise our limit so that we could receive more funds
- Board of Regents will host a legislative social in Bismarck on February 10

University/NDUS/SBHE Updates:

- K. Diederich resigned from the SBHE and T. Hjelmstad has taken over as the temporary board chair. The SBHE meets tomorrow and they will vote on who will fill the remaining term of chair which expires on June 30
- Board member Melichor is up for confirmation by the legislature this coming Friday. There is an open board spot and applications are due at the end of January
- Advising consultants will be on campus next week. Please encourage students to attend these sessions so we have a good cross section represented (POWER/Honors/Grad/etc.)
- NDUS is conducting Title IX training in Bismarck and via IVN for 2 days in the coming weeks
- Search is underway for the Dean of Ed & HS
- Enrollment is up about 50 from a year ago last spring

3. Announcements/Acknowledgements

Athletics – be sure to take in the games this weekend and stick around for the Tigerlily concert; 3rd annual “It’s a Slam Dunk” event is coming up; academic recognition of student athletes will take place on February 12 & 13

PIO – finalizing the next issue of Connections; please submit story ideas

Enrollment – thanks to all the faculty and staff who have participated in our community visits especially on the weekends. We are currently attending local high school basketball games and dishing out treats to provide a positive outreach to the surrounding area.

HR – staff evals are due on March 31

Veterans – watching HB 1413 which would provide a scholarship program for Veterans

Native American – Powwow will be held on April 24 & 25; A. Mennem will be recruiting in Montana next week

Arts & Sciences – currently have five faculty searches taking place in the college; please attend the many upcoming events (theater, music, Darwin Days, etc.)

Student Center/Activities – had a very successful Welcome Week and good participation from students; Penny Carnival was a great success thanks to the efforts of A. Hughes and C. VanDyke; we will host a Super Bowl party on Sunday in the Beaver Dam for students

CEL – the testing center has really taken off – facilities is to be commended for their help in the expansion of this center; there will need to be more discussion with the deans regarding the electronic evaluations; MAFB enrollment has increased significantly mainly due to Arts & Sciences being able to bring classes to squadrons

Honors – currently have eight students working on their thesis

CETL – state-wide Engagement Symposium will be held at MSU on April 9-10

Institutional Research – 2014-15 data set comparisons are posted on the IR web site; Fact book is completed and will be updated to web site; IPEDS surveys are done – grad rate is at 40.2% and retention at 67%; PT enrollment continues to increase

Registrar – had very productive meetings with representatives from Briercrest and worked out articulation details; beginning commencement planning; catalog updates are due soon

Financial Aid – excess aid is distributed today; K. Nelson will retire next week after 25+ years of service – there will be a campus event on Thursday in the Jones Room; scholarship deadline is February 17; L. Weber had an opportunity to speak at a faculty/chairs meeting as well as Minot High School

Advancement/Alumni – Alumni trip to Arizona at the end of February; faculty/staff giving letters are going out today; Gala is May 1; Connections will go out late February and will feature 50 years of summer theater; Inauguration will be held later this spring

POWER – had a great response to comeback scholarship solicitation; planning various lunch and learns; grant request is due on Monday

International Programs – completed a Department of Homeland Security report that took a great deal of time; 23 new international students this semester; VITA program is helping with foreign taxes; there will be a virtual presentation on March 9 at 2:00 in Aleshire theater with the Ambassador from Norway

DCB – ITC is recognized for all their assistance with a DCB student who is blind; former A-step student on the MSU campus took first place in a Special Olympics cross-country ski event; hired a Math teacher for the MSU campus

NDCPD – many on-going projects; NDCPD will celebrate their 25th Anniversary in October and there will be many events taking place to commemorate this milestone

Student Development – on February 10 – 11 there will be Mental Health First Aid training in the Westlie Room; the kick-off for the Biggest Loser program on campus is today; the Wellness Center is growing their programs; our men's hockey team only has three games left – February 13th is faculty and staff appreciation night as well as senior night

Security – the department has redefined the internal chain of command that helps with communications and allows for more accountability; need to get written policies and procedures in place; the core emergency preparedness group has met; we will have a Notifind test this afternoon to make sure it is working properly; Blue Lights are functional and were tested last Monday

Facilities – the Press Box should be done mid-April; facilities building will be done later in the spring

ITC – updating all labs and kiosks with the paper management software – it has great features for students and training will take place in the fall; ITC added Polycom and Skype in their break room if anyone needs to use it

GBO – the roof is now fixed on the library; furniture will be ordered soon; writing a grant to replace the information desk area; search is started for D. Iverson replacement; will again have a therapy dog available during midterms; have installed two HD monitors in work areas for collaborative work space

Sodexo – have a student intern working on marketing this semester; trying a few new things in Buckshot's (limited time offers); also are doing prep-work ahead of time in Buckshot's to cut back on the wait to get an order; re-imaging the coffee area on the first floor of the Student Center – currently conducting a name contest; planning a couple of events for the cafeteria – Fat Tuesday and a Stay-Cation Luau

CoB – accreditation visit on February 23 and 24; attending recruitment events

Marketing – make use of the MSU social media; busy updating web pages

Business Office – only have two individuals who have not completed the fraud awareness training; W-2's were sent out

Adjourned at 11:08 am

Respectfully submitted, Deb Wentz