

University Cabinet Minutes
May 20, 2009

Present: Nathan Anderson, Brent Askvig, Lynda Bertsch, Libby Claerbout, Linda Cresap, Brad Damm, Conrad Davidson, Ron Dorn, Lisa Eriksmoen, Sandy Foley, Russ Gagnon, Dale Gehring, Rod Hair, Kevin Harmon, Sarah Henderson, Cathy Horvath, Dick Jenkins, Roger Kluck, JoAnn Linrud, Teresa Loftesnes, Mark Lyman, Wes Matthews, Neil Nordquist, Sandy Nordstrom, Leon Perzinski, Ernst Pijning, Gary Rabe, Matt Schaefer, Marv Semrau, Jennifer Sick, Kris Warmoth, Jonelle Watson and Deb Wentz

Absent: Caren Barnett, David Fuller, Wylie Hammond, and Rick Hedberg

Guests: Chad McNally

Approval of Minutes

The minutes of the April 15, 2009 meeting were approved as presented.

New Business

a. Faculty senate report – faculty senate held their elections and Ernst is the new President, Cheryl Nilsen serves as VP and Johnny Coomansingh is the Secretary. At their last meeting, the senate accepted and approved reports from the Constitutional Review committee, Gen Ed Ad Hoc committee, Scholarship Ad Hoc committee and the Special Contract committee. Please keep in mind that not all faculty are under contract during the summer so if institutional committees are meeting, there may not be faculty representation.

b. Staff senate report – staff senate recently completed their voting and used an online method which increased the turnout quite significantly. New officers are: Matt Schaefer as president, Wade Regier as vice president and Mindy Rudnick as secretary/treasurer. Senators are beginning to look at possible dates for the fall kick-off event. The orientation committee has been working very hard on development of a staff handbook and orientation process. There will be open forums on Friday from 10:00 to noon to seek input from staff before everything is finalized. Question was raised as to the status of having a staff member sit on the SBHE. At this time, the president of the state association has been invited to attend the meetings. Possibly once the final bylaws are established for the state association; there will be a seat on the board for a staff member.

c. Student government – no report

2. Announcements/acknowledgements/calendar

Acknowledgements announced at the meeting included: commencement committee, Jennifer Sick, Andrea Donovan, Kristi Berg, Darren Olson, Neil Fulton, George Withus, Tawnya Bernsdorf, Paul Rudolph, Lisa Eriksmoen, Melanie Moore, Amber O’Brein, Linda Olson, Teresa

Loftesnes, Sandy Nordstrom, Connie Teets, Tim Healy, PIO, ITC, Frank Mosely and Linda Cresap.

3. Current issues/area reports –

Financial Aid– at the end of the semester there were 63 students that received a failing grade on all their classes. 8 had a combination of fail/incompletes; 11 received all incompletes and 105 withdrew. There was a question whether or not some of the incompletes were a result of National Guard members who had to help with flood efforts. Dale reported that most of those students did withdraw. Gary reported that the institutional research office is looking at those students that withdrew so we should have a better idea of why they withdrew.

Marketing – Relay for Life will be on campus at the end of June. If anyone is interested in being the honored guest on behalf of the university, let Teresa know.

Bookstore – financial aid charging begins tomorrow. Faculty have done a very good job of getting book requests in.

CEL – Sharon Seidl has been hired as the replacement for Kim Schwinler. CEL is hosting a graduation reception in Bismarck tomorrow to honor the Bismarck class of 2009.

Admissions – we are up 31 for fall applications. We have almost doubled our Canadian and Washington applicants. There has been quite an increase in applicants from other states as well.

Housing – there has been a significant increase in housing requests for the coming year. Returning student housing requests has seen an increase as well.

International - we had 40 non-Canadian international students this past year – currently we are over 70 for the fall term. Increases come from Jamaica, Ghana and Nigeria. Study tours for Spain and Peru leave next week. We have visiting professors from Telemark University in Skein, Norway on campus tomorrow. An MSU contingent will travel to Telemark next month.

Plant – parking permits for the coming school year went on sale this morning. Swain will rebid on June 4th. It is hoped to get the wellness center and the football field bid sometime in September. ESL should be moving next week. Library is getting some repair work done to fix a drain and later in June to repair the entrance. Cook Hall is getting a much needed update with new paint, replacing of desks in the rooms and renovation of the common kitchen area. Classroom analysis and update has been put on hold until fall when classes are back in session. Monument sign construction is well under way. A recycling program for Hartnett, Moore, and Crane begins July 1.

RCJC is hosting a state victim's academy June 7 – 12. This will include a social as well on the 11th where many state officials will be in attendance.

4. Commencement – comments regarding commencement included:
- a. Shorten the program – too many speakers

- b. Better notification to people participating so they know when & where they need to be
- c. Need to consider updating the banners
- d. Listing the graduates and where they come from on the web was good idea
- e. Appreciated efforts put into getting the graduates out of the arena

Gary thanked the group for their comments and suggested that everyone start thinking about next year's theme about valuing diversity. Submit any ideas the commencement committee.

5. Cornerstone reports – please submit your updates to Deb as soon as you can

6. Calendar/Activities Coordination – while it is not always possible to avoid multiple events taking place on campus, we do need to look at better coordination to avoid this as much as possible. There is a committee looking at improvements and will present something more definitive to cabinet after they develop some pieces to aid in the coordination process. A brochure or checklist is one possibility in improving the process. Again, it was stressed that use of the online calendar is important in this whole process.

7. President's Report - noteworthy:

- a. Legislative actions regarding higher education bill – very appreciative of their support
- b. Title IV submission
- c. Tuition – held to a 3.5% increase in the coming year – required redoing budgets as we had budgeted for 4%
- d. Division II – application deadline is due June 1
- e. CTF – have made great headway on salaries

Meeting adjourned at 10:10 a.m.

Deb Wentz, Recording Secretary