

University Cabinet Minutes
November 18, 2020

Present: Brent Askvig, Lindsey Benson, Lisa Borden-King, Paul Brekke, Andy Carter, Libby Claerbout, Laurie Davis, Anna Dykeman, Jeremy Feller, Laurie Geller, Deb Haman, Kevin Harmon, Rick Hedberg, Tiffany Heth, Jane laPlante, Michael Linnell, Teresa Loftesnes, Holly Major, Janna McKechnie, Annette Mennem, Jerry Migler, Jacek Mrozik, Robert Norman, Beth Odahlen, Cari Olson, Gary Orluck, 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, Penny Belgarde, Lynda Bertsch, Lisa Dooley, Erik Kana, Steve Lipp, and Brian Smith

Approval of minutes: minutes of the October 21, 2020 meeting were approved as presented.

New Business

1. Senate Reports

SGA

- The vote for the Student Center has been delayed due the high costs involved
- Thanks for supporting student's request to approve the S/U grading proposal

Faculty Senate

- Approved the proposal from SGA for S/U grading
- Did clarify the different options for classes; basically, have four different categories; will work with Registrar's office
- Faculty senate has an ad hoc committee set up to look at restructuring; have one proposal submitted and are working on another; this is being looked at to address workload in absence of Deans; this will be a very long conversation before or if anything is done

Staff Senate

- J. Tiffany is the latest High 5 recipient
- We will also be recognizing any team/department kudos we receive
- Food drive to benefit student pantry is taking place through the 30th
- Thanksgiving bingo ends on Monday
- Office decorating will take place – option to decorate whole office or just your door
- Hope to have a customer service brochure completed by the end of the year
- Ad hoc committee will be looking at little things we can do to raise morale and enhance staff well-being

2. President's Report

- Piloting with state on rapid testing – results are much quicker; validity and reliability of these tests are not as good as what we are doing now; will also do at DCB, UND, and NDSU
- Thanks to all on campus who helped with the HLC visit; very positive report; next visit is April 2022; looking at getting a team together to gather information

- Governor will release his budget proposal on December 3 which will provide some direction on what we might expect
- We will have our budget presentations on campus around this time as well
- CTE is moving along and the plan is to start offering programs fall of 2022
- Continue to meet with donors for our capital campaign

3. Acknowledgements/Announcements:

DCB – had a very successful HLC visit as well; working with architect on final dining decision; hope to have it go to bid in January; received \$100,000 from the Governor’s Education Fund for the development of curriculum for CTE programs; Thanks to MSU in assisting with contact tracing for MSU, DCB and WSC

ITC – getting caught up with work orders; have a consultant on campus to help us with classroom setup

VPSA – currently have 30 active cases; campus will have students here over the Thanksgiving break, currently working with Homesteaders to offer meals; Wellness Center will also be open during the break for students to use; First District and Trinity were on campus to see about our capability to offer cold storage for vaccinations; hope to add a vaccination clinic after the first of the year; Enrollment Management group has met with Comm Dis about their programs; plan is to meet with CJ and Biology before end of the year; student activity fees request has been sent to groups for proposed funding; will be interviewing groups that request funds during first two weeks of December; Behavior Intervention group is still meeting please use if students are struggling

VPAF – have used all funding from Cares Act allocated for PPE, plexiglass, sanitizing supplies, etc.

Financial Aid – working on getting new admit spring semester students packaged; sending notices for the automatic four-year awards; thanks to HR for the help with hiring students across campus

Marketing – working on roadmap for marketing campaign ROI; digital recruiting campaigns going on; supporting a number of COVID messages on a weekly basis; currently have a mask campaign taking place; working with Drs. Cresap and Geller on a Prior Learning Assessment which the CoB will pilot in the spring; good opportunity for those who have “stopped out” and possibly get credit for experiences gained to help them earn their degree

ASC – thanks to all who attended the FYE forums; will have a report to campus after first of the year; students who need access services for spring need to make appointments with E. Klimpel now; will recruit students for our new Leader program; virtual orientation for spring started yesterday; still hoping to have an on-campus Welcome Day on January 11

Looyenga Leadership – hosting last leadership workshop today; last week to accept emerging leaders; received nice state-wide coverage on our program through the Prairie Business magazine

Housing – transitioned to new state-wide software and did run into a few glitches for new students; working with Looyenga center to develop a leadership living and learning community next fall in Lura; students enrolled in leadership would live on a designated floor to create a sense of community; kicked off the Green Bandana Project in support of students who are suffering with mental health issues

Bookstore – have about 90% of adoptions – working with VPAA to get the rest; already placed orders for spring and publishers have notified us there will be delays; encourage students to purchase books before they leave next week

Registrar – numbers for spring are looking good; work with faculty on the different categories to attend class and make it very clear what will be expected from students

Power – working on annual performance reports; offering a new virtual job shadowing program for students

U Comm – Connections has been sent out; need story ideas; working on COVID page updates

Library – will offer extended hours during finals week

Military Resource – busy completing the recertification processes for Colmery Act Section 107; continue to work with business and financial aid offices to assist VA benefited students affected by COVID delays; took part in NC Stand Down event; office has been selected to be part of a statewide suicide prevention effort with the Fargo VA; provided a military culture presentation for the nursing department; taking part in VITAL programs this week; December 7 is Pearl Harbor Remembrance Day

Advancement – meetings continue with donors – S. Lipp is in Bismarck and Fargo this week; broke ground on the summer theater renovation and are working with the St. Joes Community Foundation on matching funds to complete this project; annual excellence appeal coming out next week; Scott Bintz (alumni speaker) will be on campus tomorrow please encourage people to attend

Student Health – thanks to everyone and the nursing department for helping with the testing events; flu shots are still available

Student Center/Activities – very busy with virtual events to keep students engaged; giving away up to 10 Thanksgiving dinners to students; SGA meets on 11/23

Security – annual Cleary training taking place; need to update some exterior cameras – will be part of budget request

IR – student profile is complete and posted; work has begun on the common data set; work on the winter IPEDS survey; course evals will be set up next week and sent to students the following week

CEL – as of 11/2 MAFB has required remote work for education center so all classes transitioned to online synchronous and we were prepared for that since we had been doing high flex delivery this whole time; transition was very smooth; testing center unable to do testing at MAFB so the activity in the on campus center has been picking up a lot more; signing up students for online orientation for spring; instructional technology are converting a number of online tests since we have so many professors doing high flex and online synchronous and delivering their tests in the Blackboard environment

NA – retention efforts continue with students; month long events are ending next week; Ojibway class for spring is still a go and will be recruiting for this class – all online; club featured in TM Times because 3 officers are from TM; the NA Cultural Club added a marketing officer to get more stories out on social media; working

with Looyenga leadership center to hopefully create some summer leadership institutes for 8th to 10th grade students in tribal communities

Alumni – win it Wednesday happening today; hoping for more face to face events in spring; KMSU auction is tomorrow; faculty/staff giving is a little down from last year; Festival of Trees this weekend

VPAA – we put seven projects forward for the Governor’s Emergency Education Relief funds and have since found out 3 of those were funded - \$350,000 between Nursing, Biology, and Communication Sciences and Disorders

LCM – soup Tuesday has been postponed through the rest of the semester due to COVID – will reassess after the first of the year; thanks to staff senate for conducting a food drive for the student pantry

HR – will be offering Recruiting Solutions Training via Teams – watch for announcement

International – this week is International Education week and we would normally have our cultural events but due to COVID we have had to change some things; we are having the photo contest and voting will take place online; for the international student event, we will have bags of candy from all over the world; thanks to R. Mathis in designing the index card to match the snack bags

Athletics – working with K. Harmon regarding the implementation of the rapid testing for our winter sports programs; we have some deadlines we need to meet to get our protocols in place; spending a lot of time with coaches for all our sports and having ongoing conversations with student athletes on what will be required of them to actually have a season; they need to change their behavior and stay away from events where many congregate

Wellness – healthy holiday challenge starts today; redeem your points from the Dakota Wellness Program by December 31

NDCPD – COVID has hit our area pretty hard in the last 2 ½ months; about 40% of our clerical and professional staff; it does not appear to be spread on campus but rather due to behavior outside of work; thanks to facilities in keeping everything clean and sanitized; thanks to HR for helping through some really interesting situations that have come up because of COVID; the center has been very busy with their projects meeting all deadlines; waiting to hear on two projects; we are over \$5.5M leveraged in the last 4 ½ months; center is again participating in the Minot Infant Development giving tree and also Gifts for Grandparents where gifts are purchased for residents in long term care centers; already have \$160 in donations and an Amazon wish list and the Lions Club will be donating \$500 to this new initiative tomorrow

Other – congratulations to T. Loftesnes on being named a director of the Magic City Discovery Center Board

Adjourned at 10:46

Respectfully submitted, Deb Wentz