

University Cabinet Minutes

March 17, 2021

Present: Jorge Baez, Penny Belgarde, Lindsey Benson, Lynda Bertsch, Lisa Borden-King, Paul Brekke, Andy Carter, Libby Claerbout, Laurie Davis, Lisa Dooley, Jeremy Feller, Lori Garnes, Laurie Geller, Deb Haman, Kevin Harmon, Rick Hedberg, Andy Heitkamp, Tiffany Heth, Jane laPlante, Michael Linnell, Steve Lipp, Teresa Loftesnes, Holly Major, Janna McKechnie, Jacek Mrozik, Robert Norman, Beth Odahlen, Cari Olson, Gary Orluck, Leon Perzinski, Rebecca Ringham, Karina Stander, James Sturm, Katie Tyler, Doreen Wald, Jonelle Watson, Deb Wentz, and Brent Winiger

Absent: Anna Dykeman, Erik Kana, Jerry Migler, Steve Shirley, Jessica Smestad, Brian Smith, Laurie Weber, and George Withus

Approval of minutes: minutes of the February 17, 2021 meeting were approved as presented.

New Business

1. Senate Reports

SGA

- Elections taking place on 30 and 31st
- Next meeting is on March 29
- Forwarded a resolution to faculty senate regarding S/U grading

Faculty Senate

- Faculty Senate is looking at three restructuring proposals – links are on the Senate page and will be discussed at the Senate meeting today – anyone is welcome to join
- Made it through 7 of the 32 changes proposed for Salary and Administration Policy: review in March
- Busy with curriculum materials – 180 requests have gone through the committee
- Elections coming up soon
- Had Assessment Day yesterday and covered many good reports
- HLC is underway
- Student Learning Assessment Committee put forth proposed university goals
- Will need to look at COVID protocols for summer and fall; need to look at summer camps and how we address campus protocols and make it fair for all (athletics vs. classrooms, etc.)

Staff Senate

- Held a special Staff Senate meeting to go through the restructuring plans – suggestions and concerns were forwarded to the chair of the ad hoc committee as well as the faculty senate president
- We will hold elections soon and have been working on cleaning up the list of staff who are eligible to be considered
- Staff satisfaction survey will go out in April and all staff are encouraged to complete it
- We are selling 50/50 raffle tickets – they are \$10 each and drawings (all cash) will be held during finals week with the top prize being \$500
- We have a professional development session on March 25 on customer service – J. Sturm will be the presenter; on April 15 we will be co-hosting a social justice speaker in Nelson Hall
- We have another Dine-to-Donate event on April 13 at Applebee's; this will be an all-day event like the Buffalo Wild Wings event held on Monday; we raised around \$500 at that event

- Our Silent Auction will be on April 19-21; Minot Homeless Coalition will be the recipient of all proceeds

2. President's Report

- All are reminded that evaluations are due in by March 31
- President's staff is still going through budget requests
- B. Winiger and S. Shirley presented to the House Appropriations committee on SB 2003 last week
- Beaver Bound is this weekend
- Will be testifying on the HE Research Funding bill today

3. Acknowledgements/Announcements:

Financial Aid – working on the process of getting HEERF funds out to students; form coming out this week with a quick turnaround to get money out around Easter; most scholarships have been sent to departments to review and award their students

Career Svc – 40+ schools will be participating in the Teacher Education Fair that will be taking place next week – please encourage education students to attend; career assessments taking place; working with students on resumes, letters, etc.

Wellness – will be starting intra murals again; hosting a blood drive in April; hosting Beaver Bound and the Teacher Education Fair in the Wellness facility; Mile High sprint and walking challenge in April; look for details about a May marathon

Athletics – have been involved with high school basketball tournaments for the past several weeks; we have done everything we can to remind people what the rules are in regard to masking during the tournaments; some people choose not to follow the mask rule;

HR – evaluations due by March 31; implementing a revised on-boarding procedure for faculty and staff – if anyone has any ideas to improve the process please submit to HR; suggestion was made to check with NDCPD (S. Mack) as she has an on-boarding program in place that could be useful

Title IX – have a draft of the proposed parenting and pregnant policy that was presented to faculty senate; will get a follow-up with them regarding suggestions or comments

NDCPD – working with Voc Rehab in ND on a grant that we would help write and if awarded, we would manage it; A. Beste-Guldberg has now assumed the project director duties for the A-Step grant; we have our first official partner for A-Step type programs across the state with TMCC; finished up community listening sessions to prepare for the next 5-year plan

Student Health – testing for travel; April we will have once a week testing for 3 hours; asked for additional testing during graduation week; next week return to the Dome for testing; hired a new nurse practitioner

VPSA – encourage use of the COVID self-report form which helps us to have a quarantine date for close contacts; have a revised meal plan for the coming school year; includes some good price breaks, however, there will changes to hours of operation; offering an affordable faculty and staff option; will continue with the \$5 Fridays; board days stay the same however, there will be automated options (food, beverages, etc.), on the

spot coolers, and salads/pizza/stir fry automated machines; they are portable and can be moved around campus; SEM has met with several departments with final one scheduled beginning of April

Advancement – S. Shirley and R. Hedberg spent a week in AZ for donor visits; could not hold the larger gatherings due to COVID; will be going to FL in a week and will host a social; Giving Day is April 14; Phase II Summer Theater did open bids but have not awarded the contractor yet; testified on the Challenge Grant bill on Monday; the Senate added some amendments to the bill that has raised some concerns

Military Resource – presented at MAFB on an MSU and DoD VA benefits presentation; hosted ND Cares Executive Director; participated in variety of events; working on various events in the coming weeks

Bookstore – open this Saturday for Beaver Bound; March 26th is due date for summer textbook adoption; fall textbooks due date is April 30

GBO – will host an Easter egg hunt in the library – prizes will be included in the eggs; new librarian will be here in two weeks

U Comm – Connections should be out in next few days; COVID update

Advancement – S. Lipp and J. Feller have been getting out to meet with donors; as people get vaccinated, it has been easier to get out and meet with them face to face

Marketing – working on around 130 ads through various social media platforms; working on enhancements to parent/family web site

Alumni – hosting an event in Florida next week; working on Gala (May 7); Golden Award nominations are due on March 31

Grad – preparing for hooding ceremony; we have 69 for this event as of now; moving forward with strategic planning retreat- all surveys and focus groups are completed

CEL – PSOL is open now until March 28; also sent to faculty to share in classes

ASC – will not host a resource fair during orientation, will move it to around welcome weekend; close to finalizing all schedules for orientation; are in process of hiring peer mentors; training orientation leaders

IR – SSI survey closes on March 28

Security – state B girls basketball went well, hoping for the same turnout this weekend for the boys

Student Center – CSO met and reviewed spring events and awarded money to four clubs; reviewed some new club constitutions and approved four; Sodexo will be serving an Easter Buffet on March 31; the new faculty and staff dining plan is a great deal – will receive 10 free meals; will assist Business Office with students who have outstanding balances – will code their cards and they will get an alert if they try to use it in the Wellness center or in the Dining hall that they have an outstanding balance in the Business Office; Employee Recognition will be on May 12 – still working on details; get nominations in for Board of Regents awards; student activities held

first in person event of the spring with 293 participants in under four hours – was held in the hallway outside the Beaver Dam; looking at maybe doing a “yard sale” type of event in the spring to get rid of some Beaver swag; on-line meeting room reservation system has been working great; students are planning on waiting to vote on the Student Center renovation

Registrar – focus is on commencement – have invited around 1,000 students to attend the ceremony; we are about 2/3 of the amount we normally have; will do follow up to get a confirmation; if they do not RSVP and show up there will not be a seat for them or their families; students would like more than the allotted three tickets per student; do not yet have the ticket process in place; we will have masks at commencement and there have been comments made that with the televised high school games many people were not wearing masks; we do tell them that those events were not MSU events but rather NDHSAA events and regulated by them; we will live stream commencement again; last week of March we will have registration opening for summer and fall terms

Residence Life – next week students can start selecting rooms for next year; if anyone is hosting any summer events and need on campus housing, please contact residence life as soon as possible

Looyenga Leadership – emerging leaders program finished up last week; still have many workshops available through the end of the semester; now offer leadership studies with both a certificate and concentration

Enrollment – we are hosting Beaver Bound this Saturday to welcome accepted/admitted students; have group visits coming up in April; we are down in applications; academics by program – nursing remains high; General Studies is a little down compared to other years; international applicants are down – Canada remains one of our top countries as well as Ghana and Nigeria; orientation invites were sent out for summer and fall terms

VPAF – House Appropriations sub committee is discussing SB2003 which is the higher ed bill; would fund 2% raises for the next two years; reviewing all MSU budget requests and the process is going well

Adjourned at 10:35

Respectfully submitted, Deb Wentz