

University Cabinet Minutes  
June 16, 2021

**Present:** Lynda Bertsch, Libby Claerbout, Joe Collette, Lisa Dooley, Lori Garnes, Laurie Geller, Kevin Harmon, Rick Heit, Tiffany Heth, Jane laPlante, Janese Lehman, Michael Linnell, Holly Major, Annette Mennem, Jacek Mrozik, Robert Norman, Cari Olson, Darren Olson, Gary Orluck, Leon Perzinski, Rebecca Ringham, Jessica Smestad, Brian Smith, Karina Stander, Katie Tyler, Doreen Wald, Laurie Weber, Deb Wentz, Brent Winiger, and George Withus

**Absent:** Jorge Baez, Penny Belgarde, Paul Brekke, Andy Carter, Laurie Davis, Anna Dykeman, Jeremy Feller, Deb Haman, Rick Hedberg, Andy Heitkamp, Erik Kana, Steve Lipp, Janna McKechnie, Jerry Migler, Beth Odahlen, Steve Shirley, James Sturm, Jonelle Watson, and Brent Winiger

**Guest:** Ann Bougard

**Approval of minutes:** minutes of the April 21, 2021 meeting were approved as presented.

### **New Business**

#### **1. Senate Reports**

##### **SGA**

- Have not met

##### **Faculty Senate**

- SEM committee report on May 6<sup>th</sup> included a suggestion for: special projects – refer outmigration of summer, regular, and online coursework offerings to faculty senate for review; this was approved, and a committee was formed to study this
- Approved a new salary administration policy that has been forwarded to President's staff
- Ad hoc GenEd committee made several recommendations to senate based on results of the GenEd program survey that was sent to faculty in April; changes approved include: adopt more robust criteria for inclusion of GenEd courses within each DevCon area, combine PSR 1 and IP1, combine PSR 2 and IP2, and rename all DevCon categories as Critical Competencies and eliminate the current 3-type arrangement

##### **Staff Senate**

- New officers are: J. Lehman, President, K. Allers, Vice President, K. Marchand, Secty/Treasurer
- L. Conn was the latest high 5 recipient; Registrar's office received shout outs
- Planning has started on the August 18 Fall Kick Off event; will be held at Roosevelt Park

#### **2. Acknowledgements/Announcements:**

VPAA – busy filling faculty positions – Biology, Psych, SPED; Dr. Kana leaving at the end of the month – his direct reports will shift back to the VPAA; Teacher Ed unit will go back to L. Borden-King

VPSA – SEM council will meet today with all chairs on how to promote programs more so than the university as a whole; enrollment services will move to J. Mrozik in July; Dakota Hall has been vacated – Residence Life

moved to the Student Center and Military Resource Center has moved to Model Hall – to make room for Magic City Daycare, which will be located on the lower level of the hall; C. Davis has been hired as the admin assistant in student health; will have JLG here to look at renovation of the Student Center; hope to have proposals in the fall so students can provide input

U Communications – President’s report will be done in August; working on a new brochure to promote the greenhouse project

Library – have a new free library outside the building which anyone can use; have conducted an audit to check for efficiencies with journals online vs in print – have been able to collaborate with nursing to save some costs; S. Podrygula has announced her retirement in August – a reception will take place in September when people are back on campus

Student Center – working on a retreat and fall programming

Publications – working on many things for fall; staff attended an on-line seminar and it was very beneficial

Military Resource – new location is in Model Hall room 208; thanks to all those who helped with the move; will attend VA training June 23; PTSD walk on June 25 on the MSU campus

Marketing – in a state of transition with T. Loftesnes’ retirement; have many different campaigns running; working on new campus tour video

Bookstore – getting ready for fall; new merchandise will be coming in soon

CEL – College for Kids has been going well

Security – should find out in the fall if we qualify for a premium discount on the Risk Management Program; held a test for severe weather; call security if you notice someone on campus who doesn’t belong

Plant – working on the usual summer schedule – general clean and repairs before fall

IT – received a lot of work orders after graduation; have a lot of equipment to get into classrooms

NA – continue recruiting; working with summer students

Career Services – working on cleaning up reports; preparing for fall

International – working on fall restart; will begin the weekly shopping shuttle service for students

NDCPD – received funding to help individuals who are hesitant to get the Covid vaccine – getting good info out to vulnerable people – DoH asked NDCPD to conduct a statewide survey on why people are hesitant to get the vaccine; working with state and national groups to get information to diverse communities; funding will go thru September 2022; will have \$600,000 in projects by the time they are all done; S. Magandy is the admin asst – main receptionist

Marketing/Enrollment – have hired C. Krueger for Marketing Director; transition of enrollment and marketing taking place; will be looking for a new location for the Bismarck location

Power – preparing for fall; will have a going away reception today at 1:30 for P. Stroklund who is retiring

Registrar – holding Diploma Days – three days grads can stop by and pick up diploma; summer session processing

Enrollment – work on admits for fall; orientation first week of June; two more at the end of June and more in July;

Financial Aid – ending summer disbursement; notices out to current students about eligibility for next year; many reports due in summer; strategizing on how to disburse emergency money

Other – there is a professional development opportunity on June 29<sup>th</sup> – look in campus announcements for the Zoom connection; on June 29<sup>th</sup> the SBHE will hold their meeting on our campus in the Conference Center

Adjourned at 10:00

Respectfully submitted, Deb Wentz