

University Cabinet Minutes  
September 20, 2023

**Present:** Sara Abrahamson, Katy Allers, Nathan Anderson, Courtenay Brekhus, Paul Brekke, Kevin Forde, Lori Garnes, Laurie Geller, Deb Haman, Kevin Harmon, Rick Hedberg, Andy Heitkamp, Tiffany Heth, Cole Krueger, Jane laPlante, Maleeha Latif, Michael Linnell, Heather Martin, Janna McKechnie, Annette Mennem, Jacek Mrozik, Robert Norman, Cari Olson, Darren Olson, Gary Orluck, Leon Perzinski, Rebecca Ringham, David Rolandson, Steve Shirley, Carmen Simone, Jessica Smestad, Brian Smith, Karina Stander, Doreen Wald, Deb Wentz, and Brent Winiger

**Absent:** Maggie Backen, Shawn Bennett, Lisa Dooley, Jeremy Feller, Lisa Haman, Tiffany Pierson, Michelle Sayler, James Sturm, Jonelle Watson, and Laurie Weber

**Guests:** Lindsey Benson and Karla Bredahl

**Approval of minutes:** August 23, 2023 meeting minutes were approved as presented.

**New Business**

**1. Senate Reports**

**SGA**

- President Shirley hosted a dinner event for SGA on September 19

**Faculty Senate**

- Had first meeting on September 7 – naming senators to serve on various committees
- Will hold a discussion meeting tomorrow
- Will be looking at how the satisfaction survey results are disseminated in the future

**Staff Senate**

- High 5 recipient was Aaron Hughes
- A professional development opportunity will be held on September 29 on battling burnout; another will be on October 11 on self-empowerment
- CTS is offering online training for Microsoft client applications that anyone can take
- We are conducting a food drive to benefit the on-campus pantry
- Looking at a Berry Acres event this fall
- Will host a bake sale on Halloween

**2. President's Report**

- Huge thanks to all who helped with another successful Homecoming Week; many activities needed to be coordinated and everything went off smoothly
- All of you should have received the current enrollment report and as you can see, we are down 1.3% compared to last year; number of high school graduates has been somewhat flat but future projections show these will start rising
- Notstock events take place this week
- Please send feedback on the VPAF candidate that was here
- October 5 we are hosting Recovery Reinvented; this is an initiative of ND's First Lady

- On October 10 we will host the Neel Kashkari, President of the Federal Reserve Bank of Minneapolis for a Town Hall meeting; this event will be held at 2:00 in Ann Nicole Nelson Hall and the public is invited

### 3. Acknowledgements/Announcements:

International – there is a significant interest in study abroad programs after presenting to FYE classes; working with Marketing and Enrollment on recruiting students; looking at a Friendship Program with community members; cultural celebration will be held the first Thursday in November; will schedule a meeting with Athletics to improve communication

VPSA – thanks again to A. Hughes, L. Perzinski, and facilities for all they do to engage people on our beautiful campus; October 5<sup>th</sup> (Recovery Reinvented) all parking lots will be reserved for visitors to campus – faculty and staff are asked to park north of the Dome; we will need volunteers to act as greeters and direct people where to park; this is the first time Minot is hosting this event and we want to make sure it is one of the best ever; Chamber is hosting a Women Connect conference on campus on October 3

DCB – thanks to S. Abrahamson and J. Watson for their help in our HR/Payroll transition; thanks to L. Geller and S. Abrahamson for their help and guidance on formulating a faculty sick leave process; we had three audit findings that we are working to resolve; accreditation site visit will be in October for the dental facility; currently have two candidates for teaching this program; enrollment sits at 1,180 – up 100 students (9% increase); the men's basketball program has brought in quite a few new students; Evergreen event (scholarship gala) will be held on Saturday

Athletics – thanks to all who made Homecoming such a success; athletics has events taking place all the time – check the web site; on September 30 we will host Energy Day at the football game – currently have 14 different community partners signed up to offer free food at the tailgate

Advancement – thanks to everyone who helped with Homecoming; all events hosted by the Alumni Association were very well attended; we submitted \$1.4 million for the Challenge Grant application; on Sunday we will have Bravera Day at the soccer games – women play at noon, tailgate after that, and then men play at 3:00; thanks to those who organized the Severson Panel discussion this week; 52 people are going on the Alumni Rhine River cruise in October

UComm - Connections due on Friday

ASC – have had good traffic in the center; seeing more students earlier in the semester than we have had in the past

Power – have been manning information tables at various places on campus to raise awareness; has helped get more students signed up for services

Financial Aid – Academic Excellence Scholarship - must be a new first year freshman student with U.S. or Canadian citizenship admitted to Minot State Summer 2024 or later; Full admission acceptance to Minot State by Feb. 15 for fall applicants; New freshman students who start in the summer semester will be evaluated and awarded with the following fall semester applicants; A student fully admitted to

Minot State after the priority deadline may be eligible if funding is available; Unweighted high school GPA; Transfer students are not eligible for the Academic Excellence Scholarship; still learning about the FAFSA simplification process

Athletics Outreach – thanks to all for helping to make this Homecoming successful; on September 30 we will celebrate Energy Day at the football game – already have 14 businesses signed up offering food; Ag Day will be on October 14

Publications – final proof of the directory is this Friday; anyone wishing to have a hard copy please contact University Communications

Alumni – still wrapping up a few things from Homecoming week; planning for travel events with trips to Denver, Florida, and Arizona; looking at more family events (pumpkin patch, Discovery Center, etc.)

Registrar – final enrollment numbers went out this morning; will be opening Spring registration next week

Enrollment – have hired two new staff; will focus on Canadian recruiting; Future Palooza brought over 600 students to campus

Security – have a new fingerprint machine; will be conducting fire drills next week

Housing – have a new hire to handle residence life; applications for spring and fall will open next week; we are up with students in the halls from this same time last year

Military – participated in various events; will be a part of the Veterans Stand Down event

IT – Hartnett tour on Friday at 2:00

Student Center – have been super busy with the start of school and Homecoming; had over 500 students at the bingo event; working on secure door access

CEL – Blackboard training is ongoing; A. Woodbeck received Minot Education Association Friend of Education Award

Marketing – we have had several big events on campus lately – please wear your name tag

Wellness – fall events are taking place; will partner with the Y on a Rockwall event, looking at starting a trap shoot club

Student Health – have hired a new counselor and nurse practitioner; holds will be placed on student accounts if they have not provided immunization information; flu vaccines start on October 3 – they will be free to all students

HR – working with auditors; open enrollment begins on October 16

Assessment – yearly program assessment reports are due October 1; continue with meetings on assessment; working on a report for staff senate to better track survey trends

IR – fourth week was yesterday so now the office gets really busy with all the data requests

NA – have 145 students that have identified as NA this semester; on October 9 we will celebrate Indigenous People’s Day with a mini powwow in the Beaver Dam from 4:00 – 7:00

Library – will have author, Taylor Brorby on campus on October 19<sup>th</sup> for a book discussion at 3:00

Adjourned at 9:56

Respectfully submitted, Deb Wentz