

June 15, 2011

TO: MSU Faculty, Staff, Student Leaders, and Board Members

FROM: David Fuller

SUBJECT: ¹Monthly President's Report

Current

Commencement

Our graduation ceremony went very well. We honored 690 graduates and highlighted Roger Looyenga as a distinguished alumnus speaker and Whitney Loftesnes as our student speaker. Thanks to the many people who work hard to coordinate, plan, and facilitate this event. This turned out as we expected as one of the highlights of our year.

Flood Emergency

On Tuesday, May 31, following the city's announcement of the plan to evacuate all families living in nine areas adjacent to the Souris River, we met with our emergency management team and decided that it would be best to close our campus to regular business and allow our faculty and staff who are directly impacted by the flood and the evacuation to use the time to deal with their personal emergency needs. We held a general all-campus meeting in Ann Nicole to make that announcement and to seek input from our faculty and staff. At that time we asked that all employees not impacted directly by the flood to contact our MSU assistance center to receive instructions about where they can go to help others from our campus and in our community. A phone line and personnel from MSU were on hand to take calls from people impacted and to direct our own faculty and staff to areas needing assistance. Our assistance center was visited and called by many faculty and staff asking for instructions. At the same time we agreed to use the MSU Dome to serve as a Red Cross Center and to house people displaced by the flood. We also provided accommodations to the National Guard, truck drivers, contractors, and other emergency personnel. We were able to utilize most of the space in our residence halls and in our Dome to support these personnel. As the public announcements from the city and the Corp of Engineers indicated that the river would not exceed the level of the dikes and that the water was receding, we decided to reopen for regular business on Friday. On Friday morning we held another all-campus meeting to report the status of the emergency, the use of our facilities, and the activities in the assistance center. We decided to establish a link on our web site to continue to facilitate responses to special needs and to solicit support for help from others. I want to express my deep appreciation for the many people on our campus who helped others in need.

Welcome to our New Vice President for Academic Affairs

Dr. Lenore Koczon started work on June 1, the day when our campus joined forces to deal with the flooding emergency. While this was an unusual first day for a new vice president, it did

¹ The President's Report is a monthly summary of activities in the president's office and current issues affecting the campus. Since no University Cabinet meeting was held in May, this report covers two months instead of one. The report is distributed widely to keep the community up to date on current initiatives and decisions. The report is provided at the monthly meeting of the University Cabinet, an advisory council comprised of all directors, vice presidents, and senate presidents. This report is distributed electronically to all faculty and staff, student leaders, the Board of Regents, Foundation Board of Directors, and Alumni Board. The report is also posted on the university's web site. Anyone interested in learning more about this information may contact the President's Office or the president directly.

provide Dr. Koczon insight into the way our university's faculty and staff and our general community unite to help others. Since that first day, Dr. Koczon has been working directly with Dr. Moen to review the processes in the academic affairs office and to meet with people across campus. We are pleased to welcome Dr. Koczon to our campus. If you have a chance, stop by and welcome her to Minot State University if you have not done so already.

Faculty and Staff Open Forums

On April 21 at 8:00 a.m. and at noon, I held two open forums to provide legislative updates, review the 2010-2011 objectives and suggestions, offer an overview of the Vision 2013 accomplishments this year, assess our progress and identify other directions and strategies needing attention. I also reviewed a long-term schedule beyond 2013. As there was little time remaining for questions and answers, we scheduled a follow-up meeting with the campus on May 5 from 8:00 a.m. to 9:30 a.m. to discuss details from the forums and to ask questions about other activities.

Board of Regents Meeting

The meeting included recognition of our Board of Regents Achievement Award recipients, presentations by our new TRIO office and staff, the Center for Engaged Teaching and Learning Office, and a general conversation about future directions beyond the year 2013. The regents formed small working groups to discuss the projections and the demands anticipated for our campus. The Power Point presentation included a recap on legislative actions, a review of the annual objectives, results of this year's Vision 2013 performance indicators and annual achievements, and potential new initiatives for the next two years. The presentation was provided to all board members and campus members for their review. I also shared with the BOR comments by our University Cabinet and their assessment of our strategic initiatives and projections for enrollments in 2013 and in 2020.

NCAA Evaluation Team visit

MSU was visited by the NCAA Division II evaluation team as a part of the second year of our candidacy status. This team conducted interviews with a variety of people during their two-day visit. The purpose of the visit was to evaluate how well Minot State University is doing in our transition to year three and eventually to full Division II membership. The exit interview with the team revealed that we are doing well, but that there are specific areas needing our attention during this transition. A formal report was received following their visit and we have provided written responses to the report and their specific recommendations. I was pleased to hear from the evaluators how well we are doing in each of the required areas. The team was complimentary about our progress and about our university generally.

Geothermal support and financing plans

The North Dakota Legislature appropriated \$4.850 million to support the second general area of our geothermal system. We received previously \$2.5 million from the legislature and \$2 million from AARA funds (Stimulus). The total of \$9.350 million will be used to leverage the additional amount in other financing to support the remainder of the original estimate of \$16.2 million. At present we are working with a finance firm and the Bank of North Dakota to consider a finance plan to support the entire project, so that we can move ahead for the installation of the full geothermal system. When the entire system is completed, we will realize at least \$500,000 annual in utility savings, which can be redirected to the repayment of the financing. MEP Associates will be on campus in the next two weeks to work out the details of the full project.

One-Stop Student Service Center

During this past academic year following our initial discussion with University Cabinet, we have enlisted the support of an architect to develop designs for this center on the first floor of the administration building. The concept as it was originally conceived involved locating major student services in one area to offer our students convenient and centralized services (enrollment services, admissions, records, financial aid, housing, parking, student IDs, and the primary student services administrative office). Other institutions with similar centers were contacted for information and design ideas and provided to the architects. Last month an architect returned with a center design to include those offices and a central service center accessible from the atrium. Meetings with individual offices have been held to review the space needs and the proposed configuration. This design and other options are under review. We have also contacted the interior designer, who designed the Beaver Dam, to review the plans and provide his input.

Trinity-MSU Nursing Collaboration

Minot State University and Trinity Health Care have entered into an agreement through which Trinity will provide support to increase the number of nursing graduates from MSU. Three additional nursing faculty will be hired and located in an expanded nursing center on our campus. We greatly appreciate Trinity's support for this collaboration with our university.

Beaver Ridge Apartment Complex

The new apartment complex under construction east of campus is expected to be completed near the start of school, if not soon thereafter. Due to the shortage of housing for our students and the limited number of apartments, we have worked with the developers to acquire the full top floor of the complex for at least a one year lease.

Foundation Plans for Housing to the West of the Campus

To continue to address our housing shortages on campus and the demands for apartments in the community, the MSU Foundation is continuing to work on plans to build a complex to the west of the campus on the property it owns.

EID Passport meetings

EID Passport, a technology company that has recently moved to Minot, has been working closely with our department of computer science to envision a collaborative program to provide software engineering study and internships. Dr. Moen has been working with the officers of EID and the faculty of computer science to identify goals for this curriculum and programming. The search for a new PhD software engineer to teach in the program will commence at the start of the academic year.

ACUPUC Climate Commitment Report

A year ago MSU signed this commitment report to reduce green-house gas and reach a level of climate neutrality. Our sustainability committee identified the specific projects and submitted a climate impact study at the end of last academic year. This year we were not able to complete the work on four specific objectives, and have as a result filed for a four-month extension. Heidi Super, Paul Lepp, Linda Olson, Roger Kluck, and I met recently to identify the objectives and the projects to pursue. We will be assembling small teams of faculty, staff, and students to identify climate strategies we can pursue to reduce our carbon emissions. We are currently planning on completing an energy impact audit as a part of this work.

NDUS Retention Summit

Recently Minot State University sent a team of faculty and staff to the Retention Summit in Bismarck. This two-day summit included a keynote by Dr. Vincent Tinto, an authority on retention strategies and research, and other presentations and meetings addressing retention and mental health issues, first-year experience and learning communities, and four-year university working groups. Our own faculty made special presentations on our campus retention and engagement efforts. Our Center for Engaged Teaching and Learning personnel presented as well. During Dr. Tinto's keynote address, he made a special point to commend Minot State University for its notable work in retention initiatives.

Noel Levitz Consultant Visit

The NL consultant returned to campus on June 7 and 8 to meet with our retention committee and other campus representatives. A strategic enrollment management plan will be developed following his campus visits.

Hardy Lieberg

We were saddened by the news of Hardy's passing recently. Hardy worked in our admission and alumni office and was recently the advancement officer for the Boys and Girls Ranch of Minot. A long-time member of our MSU Board of Regents and ardent support of our university, Hardy will be missed by all of us at Minot State.

NonProfit Leadership Alliance

Marcia Cross, the academic services coordinator for the Nonprofit Leadership Alliance, will visit campus and meet with administrators and faculty regarding our potential membership in this organization. The NPLA, formerly called American Humanics, is a national alliance of colleges, universities, and nonprofit organizations, which certifies future and current nonprofit managers and leaders. The NPLA offers the only national nonprofit management and leadership certification and support for curriculum and placement. We are interested in acquiring membership and incorporating in our curriculum certification standards and experiences for our students.

Budget reorganization

The State Board of Higher Education has required that all institutions with continuing education offerings, including on-line and outreach, to build these activities into their regular appropriated budget and not to hold these tuition revenues and expenses in a local account. Through our own Center for Extended Learning (CEL), Minot State University has managed CEL as a self-sustaining unit of the institution, which essentially means that we had to generate enough revenues to support all CEL operations on campus. The funding for this unit was held in a local budget. With the SBHE decision, we have had to transition our accounting for CEL from this local account to a fully appropriated account by July 1, 2011. To accomplish that aim, our business office has reviewed and analyzed all expenditures and revenues in CEL and made appropriate changes to the budget and the accounting for CEL. Minot State University has held surplus dollars from CEL in a local account to support CEL and to use to support other initiatives on campus. We will no longer have the ability to hold these funds in a local account and must, necessarily, expend any budgeted surplus. From now on, all CEL dollars will be considered as a part of state appropriated funds. This mandated change will have a significant impact on our budget and the manner in which we manage campus expenditures. Mr. Foisy will make a special presentation at the University Cabinet today to outline these changes and explain the impact.

June 14 Measure and City Vote

On June 14 the city held a special election to determine if the one cent sales tax originally designated for the NAWS project can continue and be applied to property tax relief and infrastructure and facilities upgrades. The votes were tallied last night and the results showed that the measures were passed with 69% voting in favor. Minot State plans to seek support for some of our own projects, such as the renovation of the MSU Dome, a press box complex at our athletic field, and a new competition track. As the state does not provide support for any athletic facilities, this source is critical for us to seek support through this means to upgrade these facilities for our campus as well as for our service to Minot institutions and for rural institutions. This is very good news for our community and for Minot State.

Code of Conduct and Fraud Video

All benefitted employees are required to sign the annual code of conduct pledge and to view the approved fraud video. An announcement was sent out in April notifying all employees that they are required by Board policy and by North Dakota University System mandate to complete these requirements. Follow-up notices have been sent out by supervisors and individuals contacted about their need to comply with this requirement. Currently there is a small list of individuals who have not complied with this requirement. Each individual on this list will be contacted in the immediate future. All supervisors should make sure that all employees in their areas have complied with this requirement.

Risk Assessment

The State Board of Higher Education originally asked that UND, NDSU, and one other institution undergo a risk assessment review. Subsequently and in deliberation with the business officers, the recommendation was made to have all institutions undergo the assessment review. Larsen Allen, a firm from Minneapolis, conducted the reviews and have prepared the draft reports for campus review.

American Democracy Project

At the beginning of next academic year, I plan to assemble a small committee of students, faculty, and staff to consider developing processes and support on campus for a fully functioning ADP. Basically, ADP is designed to support and advance participation in our democracy and the learning of democratic principles and processes. The American Association of State Colleges and Universities (AASCU) is the sponsoring organization for ADP.

List of Selected Activities and Events in President's Office (since April 13, 2011):

April

- Trinity Quality Review Committee meeting
- Planning and Budgeting Council meeting
- Dinner with Dr. Koczon and her husband Jay
- Centennial Steering Committee
- NCAA Evaluation team visit and meetings
- Chancellor's Cabinet conference call
- Hosted social and dinner with NCAA evaluation team
- Computer science search meeting with Drs. Moen and Geller
- Great Plains Community Research and Service center meeting
- Interview with Larson Allen risk management consultants
- Humanities candidate
- President's Staff annual evaluation
- Much Ado about Nothing performance

- Sitting Bull special event at Wild Things Gallery
 - President's Staff meetings
 - Institutional Research staffing meeting
 - Great Plains Scholars Dinner
 - Chamber Board meeting
 - Great Plains Community Research and Service Center community meeting in Bottineau with community leaders
 - Welcome at Earth Day Event at Dakota College at Bottineau
 - All campus open forums at 8:00 a.m. and 12:00 noon
 - EID Passport meeting
 - Faculty Senate meeting
 - English as Second Language meeting with the Language Company
 - Filming and interview with Rick Heit
 - Reference call from University of Minnesota—Duluth regarding ESL
 - Meeting with Dr. Markel
 - Meeting with Beth Odahlen regarding CETL report
 - Humanities candidate interview
 - USDA director meeting
 - Student housing planning meeting
 - Athletic coach interviews
 - Trinity Board meeting
 - Gear Up conference call
 - MSU Jazz Ensemble
 - Board of Regents spring meeting
 - Attended Faculty and Student research poster session
 - Alumni Gala event
- May**
- Meeting in Bismarck with ND Department of Commerce regarding geothermal system
 - Chancellor's Cabinet meeting in Bismarck
 - MSU Band concert
 - Weekly meetings with President's Staff members
 - Retirement social
 - Meeting with Faculty Senate president
 - Meeting with Mary Christian regarding civic engagement report
 - Telephone conference with EID Passport president
 - Groundbreaking at Wellness Center site
 - Meeting with Red and Green editor
 - Meeting with Faculty Athletic Representative
 - Beaver Ridge meeting
 - Meeting with nurses regarding Trinity project and staffing
 - Follow-up open forum with faculty and staff
 - Meeting with Dean Frantsvog
 - Students' meeting to discuss program
 - LVestus meeting to discuss Energy-Geothermal financing options
 - Conference call with Marcia Cross from the Non Profit Leadership Alliance
 - KMSU end-of-the year live interview
 - Discussion regarding public information projects
 - Attended nursing student poster session and project reports
 - First-year experience meeting with Dan Ringrose
 - Meeting with Paul Markel
 - Meeting with Heidi Super and Linda Olson regarding Climate report
 - Meeting to discuss Model Hall display cases
 - State Board of Higher Education meeting in Bismarck
 - State Board of Higher Education Retreat in Medora
 - President's Staff meeting
 - Joint Board and Foundation meeting at Trinity
 - Update meeting with Roger Kluck and Brian Foisy on building projects
 - Meeting with coaches Rudolph, Stewart, and Green-Gerding regarding recruiting and transition to NCAA Division II
 - Meeting with Foundation Board president
 - Beaver Ridge meeting
 - Kemerly Moorhouse going away event
 - Watne Realtor's open house
 - Senior Athletic Banquet
 - Hosted pre-commencement breakfast
 - MSU Commencement
 - Dakota College at Bottineau Commencement
 - NDUS Retention Summit in Bismarck
 - MSU Bismarck Commencement Celebration
 - Annual evaluation with Chancellor in Bismarck
 - Art candidate interview
 - Teacher education candidate
 - Meeting with Marv Semrau regarding ND Foundation meeting on campus
 - Meetings with President's Staff members
 - Follow up meeting on Sustainability reporting and plan
 - Hardy Lieberg's funeral

- Conference call with EID Passport, MSU, and Senator Conrad's staff member
 - Interview with Native American Culture director candidate; and open forum
- June**
- Chancellor's Cabinet conference call meeting
 - Campus closure on Wednesday and Thursday, June 1 and 2; emergency meetings, campus forums, and coordination of volunteer center
 - All campus meetings regarding flooding and evacuation issues; and on campus support for emergency personnel.
 - President' Staff weekly meetings
 - Lunch with BOR president and Marv Semrau
 - Golden Awards selection meeting
 - Alumni Board meeting
 - One-on-one meetings with President's Staff members
 - Special breakfast meeting with Trinity Board
 - Noel Levitz consultant visit
 - Nursing learning resource needs meeting
 - Meeting to discuss 2011 admission exemptions and processes
 - Lunch with Dr. Koczon
 - Verendrye Electric Coop Annual meeting

Concluding Remarks

Our graduation ceremonies served as a welcomed event after a long winter. The well-attended commencement allowed all of us to celebrate and honor our Vision 2013 theme of student success by hearing addresses from a successful MSU graduate and a new graduate. Commencements are special events because they culminate long years of study and send off the students all of us have worked hard to prepare for their lives and future successes. We were able as well within a few weeks of commencement to respond well to a flooding emergency. Minot State University stepped up remarkably well to help our employees who were impacted by the flood and to assist others in the region needing special help. Many of us were exceptionally proud of MSU's character and real devotion to our mission to contribute to the welfare of the common good. Our faculty, staff, and students contributed in many ways to others during this difficult time, and I thank them for these self-less efforts.

David Fuller
June 15, 2011