

U OF M, CROOKSTON ADMINISTRATIVE CABINET
Meeting Minutes – August 31, 2009
Minnesota Room, Sargeant Student Center, 8:30 a.m.

Present: Tom Baldwin, Chuck Casey, Les Johnson, Peter Phaiah, Tricia Sanders, Andrew Svec
Guest: Jeff Sperling

- I. Minutes from the Aug 24 meeting were reviewed and approved
- II. Guest Jeff Sperling, director of technology services, provided an update on some data security issues involved with a web server, which has been decommissioned. The issues have been dealt with, and Jeff and others are working with the TC campus and Office of Information Technology on this matter.
- III. The Ingenuity Drives Entrepreneur Acceleration (IDEA) contest was discussed. The campus has been asked to be a sponsor for this program again this coming year. The cost would be \$5000. This past spring we served as the host site for the annual awards dinner and conference, and we received some good public relations from that. It was moved and seconded to sponsor the program again, motion carried. More information about the program is available online at www.ideacompetition.org.

Chuck mentioned we should encourage campus departments to apply for project grants from the Northwest Minnesota Foundation, which is also a sponsor of the IDEA contest.

- IV. Tricia gave a budget update regarding account balances and how some of those balances may be used to help one-time projects. The goal is to help protect the operating budget because of the lessening of dollars in state support while still making needed campus improvements. Some possible projects include one-time additional funding for library purchases, informatics lab costs (beyond those covered by the stimulus dollars), Evergreen Hall classroom and gathering space items, improving the dugouts, and digital signage, among other items.
- V. Peter gave an update on the H1N1 flu and related planning. The good news is that so far the flu has only mild symptoms, but concerns over mutation to a more virulent strain are keeping this topic in everyone's mind. Peter has been working with a designated planning group on campus. Tom Feiro is meeting individually this week with various key people to go over the response plan generated by the TC campus and to modify it where appropriate for our campus. Thurs., Aug. 27, VP O'Brien sent out a University-wide message. More info will be distributed to campus as things progress
- VI. Friday, October 9, is scheduled as a campus in-service day. Classes will be excused, but faculty and staff will participate in the in-service sessions. Tom will work with department heads to identify faculty and staff volunteers who would be interested in helping develop the agenda for the day. Further discussion will be held at the next Executive Committee meeting.
- VII. Meeting adjourned at 10:25 a.m.

--Respectfully submitted by Andrew Svec