

ADMINISTRATIVE CABINET
Student Center Conference Room – 8:30 AM
July 21, 2008
Meeting Minutes

Present: Charles Casey, Peter Phaiah, Andrew Svec, Les Johnson, Tricia Sanders, and Eric Johnston-Ortiz. Thomas Baldwin was absent.

- I. Minutes from the July 14th meeting were reviewed. Andrew moved to accept the minutes with the correction of a few minor typographical errors. Motion seconded by Tricia. Motion to accept minutes passed.
- II. Chancellor Casey explained that he had received a number of proposals from academic departments for use of office space. The group reviewed and discussed the merits of the proposals. Peter moved to approve the request to move Rob Golembiewski to room 202 in Owen Hall, authorize office space for Eric Castle in 219A Owen Hall, and authorize the use of 217 Owen Hall as a technology resource room. Andrew seconded the motion. During the discussion, it was noted that the motion only designates room 217 Owen Hall for use as a technology resource room and it does not include authorization of any investment for remodeling, computers, technology upgrades, or other equipment. If needed, a separate funding request for equipment and/or room modification may be considered at a future date. Motion passed.

Les moved to approve the request to authorize the use of room 145H in the Student Center as office space for Thomas Williams, move Chris Boike's office to Suite 247 in the Student Center, and move Lisa Loegering's office to 240 in the Student Center. Andrew seconded the motion. Motion passed.

Andrew moved to approve the request to move David DeMuth's office to room 215 Dowell Hall, move Mizuho Schwalm's office from 248 Dowell Hall Annex to room 201 Dowell Hall, assign office space for Katy Smith in room 249 Dowell Hall Annex, and assign office space for Venu Mukku in room 248 Dowell Hall. Tricia seconded the motion. Motion passed.

Andrew moved to approve the request to allow JP Tang to either remain in his office, which is located in room 203A Dowell Hall, or to allow him to move to a cubicle in room 203 Dowell Hall; and to allow any remaining available space in 203 Dowell Hall to be used for computer research/server/or undergraduate research. Tricia seconded the motion. Motion passed.

Les moved to approve the request to move Bruce Brorson's office to room 203 Dowell Hall, move Christo Robert's office to room 247 Dowell Hall Annex, assign room 123B Dowell Hall as office space for a new full-time marketing position, move Dave Rolling's office to 123A Dowell Hall, and move Julie Sandman's office to 117 Dowell Hall. Motion seconded by Andrew. Motion passed.

- III. Peter provided a number of brief updates. A formal complaint has been filed on behalf of Mr. Robinson alleging a violation of his rights as a student at the University of Minnesota, Crookston. Peter stated that the allegation has been submitted to the Civil Rights Commission for further investigation. Peter will report additional information as it becomes available.

Peter informed the group that the University of Minnesota has entered into a 9-month agreement to rent a block of apartments in the remodeled former Central High School Building in Crookston. The apartments are needed to provide overflow student housing at UMC during the 2008-2009 academic year. The new apartments can accommodate up to a total of 46 students. Peter has sent out letters to students currently signed up to live in Centennial Hall, offering an incentive to transfer to the new Central High Apartments. Students have until August 1st to respond.

Peter informed the group that Bob Leutdke from Sodexo has a conflict in his schedule and will not be able to attend a previously scheduled meeting at UMC on July 31st. Peter together with Barb Ricord will contact Bob to reschedule another mutually agreeable date for the meeting.

- IV. Chancellor Casey shared an early draft of the fall orientation schedule (August 17-29) with the group. The schedule was reviewed and a few recommended additions and modifications were suggested. Chuck observed that this was an early draft and more detail will follow. An updated draft of the schedule will be presented at a future meeting.
- V. There being no further business before the cabinet, the meeting adjourned at 10:59 AM.
- VI. The next meeting is scheduled for 8:30 am on July 28th in the Minnesota Room.

Respectfully submitted,

Les Johnson