

Chancellor's Cabinet
September 14, 2009
8:30 a.m.

Present: Chuck Casey, Tom Baldwin, Peter Phaiah and Tricia Sanders. Dan Svedarsky and Tim Norton were special guests.

I. Minutes- Peter made a motion to accept Cabinet Minutes from September 8, 2009. Tom seconded the motion. Motion passed.

II. Old Business

A. Dan and Tim made a presentation regarding the Otter Tail (OT) Campus Energy Challenge. Last week Dan, Tim and others from UMC met with OT representatives and consultants Eugene Scales and Jim Jarvis from Eugene A. Scales & Associates, Inc. Dan gave the group an update from that meeting. At this stage of the relationship both OT and UMC are trying to align their goals and objectives. OT has been working with the Public Utilities Commission on some of their objectives and directives.

Dan handed out a packet of information called ReDirect for Schools: Program Participation Agreement (PPA) that was developed by Eugene A. Scales and Associates, Inc. Gene and Jim have consulted with high schools in the past using ReDirect. The ReDirect for Schools Program redirects wasted energy usage and carbon dioxide by supporting and sustaining time-tested energy saving practices. The three key areas are (1) retrofits, (2) monitoring and (3) behavior. Gene and Jim endorse the use of Green School Energy Guidelines.

Tim told the group he had a scheduled a meeting with David Vig from Obermeyer-Miller engineers to discuss similar things they could do for us. Tim will be working with them to provide a scaled down plan and fee. OT was willing to pay part of that expense if we used McKinstry's plan.

Chucked asked Tim if Orlyn, Jay and Mike from the UofM will be coming back as a follow-up to their initial energy audit. Tim indicated they sent us a report and they would like to see anything new that we receive. Tim said G&R Controls were on campus last fall for an inspection of the HVAC system in the Sahlstrom Conference Center.

Tim told the group OT representatives came to campus last week to look at various meters and controls.

B. Dan handed out a draft of the "University Sustainability Goals & Objectives Committee Report". The final report will go to print next week. Kathleen O'Brien and Deb Swackhamer wanted the various Sustainability Coordinators to see the draft prior to the official release of the report.

C. Peter informed the group about a modification in the staffing of the Evergreen Hall grill area. It was initially proposed the facility could be a student laboratory and run by students with student managers. Based on the timing and available HRI interns, Peter and Natalie decided to propose the addition of one full-time Sr. Food Service Worker and two half-time (50%) Food Service Workers to staff the facility. Peter has submitted the request for these new positions. It is will still the plan to

use the facility to help train and prepare our HRI students. It will take a semester or two to get it up and running and effectively communicate the benefits to the students.

- D. Peter gave the group an update on the 2009 H1N1 Influenza Virus. It was determined that in addition to the updated H1N1 website, we would do weekly updates for the campus community. Last Thursday Peter gave CSA a similar update. Chuck told the group that Peter, Stacey Grunewald and Tom Feiro would be making a presentation to Faculty Assembly this Friday. Steve Hannah is developing several workshops to help faculty create Moodle sites and other on-line technology that can be utilized if a faculty member or large portions of a class were to become sick.
- E. Chuck reviewed the schedule of the Evergreen Hall Dedication & OT Campus Energy Challenge on October 2nd.
- F. Peter reviewed Vice President, Rusty Barcelo's September 17th campus visit.
- G. Chuck reminded the group of the "Invest in Your Valley" photo shoot this coming Wednesday. It will be filled for a commercial on local TV and provide a photo opportunity for the campus. Amber Evans-Dailey will be working with Andrew to set this up.
- H. Chuck told the group that Peter Radcliffe will be back on campus Friday, September 18th to follow-up on the various metrics and scenarios that can be run with the U's new tools. The tool will assist coordinate campus with the budgets and strategic planning.
- I. At the last Cabinet meeting Les brought forward a proposal for professional development. The group was asked to review it for further discussion. The group supported the proposal, but there were a few more details that needed to be worked on before final approval. Les will bring the proposal back to Cabinet next week with a list of all names/staff that would be eligible. The proposal would then be taken to the next Executive Committee meeting for that group to review.

The next meeting will be 11:00 a.m. on Tuesday, September 22, 2009.

Respectively Submitted,

Peter Phaiah