

**Administrative Cabinet
February, 11, 2008**

Present: C. Casey, E. Johnston, P. Phaiah, T. Baldwin, K. Lemos, L. Johnson

Absent:

Guest: Joyce Fasano, Jeff Sinks

Minutes-February 4, 2008, minutes were approved as presented. (T. Baldwin motioned, K. Lemos seconded).

Food Proposal – Joyce Fasano from the Coryn Fasano Group was introduced to the Administrative Cabinet. She stated that she is an advocate for the client. She said that she has extensive experience in improving self-operation situations. She briefly discussed the RFP, stating that in her opinion, the RFP did not leave the coordinate campuses in a good situation. Some discussion on how the cabinet members felt about the food plan occurred.

Joyce said that one of the things she can help with survey material. She said that in the industry is moving away from a satisfaction survey, but is doing a lifestyle survey. She will help us to set this up.

OLD BUSINESS

New Phone System – Jeff Sinks brought some additional information regarding the Phone system, specifically with Life Cycle Replacement Costs. Under the proposed scenarios; 5, 7, or 10 years, the proposed costs will certainly be a concern to departments who have not budgeted for such expenses.

He stated that a letter has been sent to Valley Tech regarding the future. He has talked with Extension and with the NWROC. AURI does not get phone service from UMC.

Jeff stated that we probably will not have a lot of duplicate phones in departments.

The revenue from the Residence Hall was discussed. This stems from a charge that is applied to each phone jack. Given that most students have cell phones, the discussion on the validity of the charges took place.

The Chancellor asked Jeff to use \$20.00 per month for the Life Cycle Replacement charge. He asked Jeff to bring that Financial Plan to Executive Committee on February 21, 2008.

Dowell Hall Projects – The Chancellor reviewed the projected costs from the Architectural Resources. After discussion a motion to develop an agreement with Architectural Resources was motioned by T. Baldwin, K. Lemos seconded, motion carried.

Budget – The Chancellor discussed the proposed budget and associated documents. He expressed appreciation to everyone. He asked for a motion to approve the budget, L. Johnson motioned, T. Baldwin seconded, motion carried.

3 Year Reviews – Peter asked a question about 3 year reviews and the process for doing them, specifically with the large number to be done in his department. Les is looking at what other options exist.

Veterans Assistance Office – We have received a State Mandate stating that we need space for a Veterans Assistance Office. She is going to be on campus once a week. Peter stated that he has made space available in the Admissions Area.

NEW BUSINESS:

New Student Orientation – A proposal to start New Student Orientation was brought forth. The proposal asks that orientation begin on a Friday instead of the usual Saturday start. The reasoning has multiple facets; all campus offices will be open, where previously offices need to make special arrangements to have skeleton crews; a great deal more faculty will be on campus to attend opening convocation; and facilities will be on campus for clean-up and lock-up.

Campus Protest – Peter said that we might have a campus protest during the week of 4/21 – 4/25 opposing a proposed policy prohibiting concealed hand guns. He said that more information can be found a www.concealedcampus.com. It was noted that we have 2 gun safes on campus, both at the residence halls. We currently allow guns to be left in vehicles in a gun rack.

TXT-U – A text message was to be sent out possibly during the upcoming week.

Emerging Leaders – The Chancellor asked is anyone has nominations for President Bruinicks' Emerging Leader program. The Proposals need to be in the Twin Cities by Friday, February 15th. The proposal will be brought to the Executive Committee later in the week.