

## **Administrative Cabinet**

8:30 to 10:30 a.m.

February 18 2008

MN Room

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

Minutes – Jan. 28 approved as amended (TB motion; LJ second); Feb. 11 approved as submitted (KL motion; LJ second)

Guests: Student Joe Field and Instructors Eric Burgess and Kenneth Johnson joined the meeting at 9:30 a.m. and departed at 10:15 a.m.

### **OLD BUSINESS**

**Comprehensive Reviews** – Discussion surrounded how the campus was proceeding with how to perform comprehensive reviews. LJ is working on bringing some recommendations back to AC.

**Golden Eagle Mix Space Request** – Student Joe Field presented the business and marketing plan for starting and sustaining the Web-based Golden Eagle Mix and a request for \$2500 from infrastructure funds to pay for creating an office space in Kiehle 216. The request is for using an empty space in Kiehle 216 as their office space. A question and answer session followed. AC thanked the presenters and will get back to them on a final decision. AC discussion ensued regarding legalities, building codes and disclaimers as to what liabilities would affect the University. This would be a student run and operated business that would be subject to state and federal laws and legalities and clubs and organizations policies. KL said that they would need to identify legal counsel willing to review policies and provide advice on issues. EJ will check on building code issues to make sure that we would be in compliance if we put up a wall and what actual costs would be. He will bring it back to the AC for final consideration on Feb. 25.

**Residence Hall Increases** – EJ presented recommendations on increases in residence hall fees for 2008-09. Increases range from 2 to 6% for most rates and 10% increase for add-on single occupancy rates in a couple of halls. These increases are inline with last year's recommendations. Discussion surrounded costs per person and how they are presented in the documentation. The numbers need to be clarified and brought back to AC for final review and discussion.

### **NEW BUSINESS**

**Policy Advisory Committee** – U of M is asking for a representative from the Crookston campus to provide input into the committee. PP volunteered to serve as the campus liaison.

**Presidents State of the U Address March 6** – We will bring this to Executive Committee to identify a potential question(s) and person to respond when we have the opportunity to respond. It was suggested that we ask about the very successful Founder's Free Tuition program and probability for continued funding.

**Student Service Fees** – EJ presented an overview of the committee recommendations to increase student fees by \$12 per semester for next year. Recommended increases will provide funding to the Fitness Center, Student Activities and the Black Student Association. Discussion surrounded funding of individual clubs and how that might work in the future. PP said that other U of M campuses have individual fees for clubs like the Black Student Association. PP also said that increases in fees may affect recruitment. The discussion was tabled as more information is needed. EJ and PP will bring back some more background on what Morris and Duluth fees fund.

**System Wide Student Affairs Update** – PP reviewed some information and resources that we can use and take advantage of from the University system. Due to time constraints, he will make a comprehensive presentation at Executive Committee on Feb. 21.

**Behavioral Alter, Campus Planning & Weapons on Campus** – PP brought up that the campus is refining the behavioral alert process and that he is collecting information about how departments current respond to behaviors and situations. He also said that a faculty member

indicated that students would like to know what our plans are for what students and faculty should do during emergency situations like campus closing, bomb threats, shootings or weather-related disasters (in light of recent events). KL expressed concerns about campus communication plans and procedures for responding during an emergency. CC said that we had made progress in a number areas but that we need to have an implementation plan and put training in place so that students, faculty and staff know what to do in case of an emergency and how to communicate action plans. Individuals have been identified as building monitors, but we need to plan out what they will do under different scenarios. EJ and PP will work to bring an implementation plan to the Executive Committee at their first March meeting.

Meeting was adjourned at 10:35 a.m.