

Administrative Cabinet

8:30 to 10:30 a.m.

March 10 2008

MN Room

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

Minutes – March 3 minutes approved as amended (TB motion; KL second)

OLD BUSINESS

Student Fees – Current recommendation from the Fees Committee is overall 6.4% increase and discussion surrounded keeping the increase at about 5%. Next year, we need to layout better practices for units and departments to follow so the process for requesting Student Fee increases is more effective for all units involved. Motion by EJO to approve a \$3 increase to the Fitness Area, a \$3 increase for the Black Student Association, a \$4 increase to SPACE; and a decrease of \$1 for the UMC Regal Fund. All other fees would stay the same. Second by PP. This is a 4.83% increase overall. Motion carried. The Chancellor and Fees Committee will be following up with the different units to talk with them about the increasing.

Multicultural and Diversity Issues – PP will contact U of M AVP Rusty Barceló regarding coming to campus this semester to have dialogue on campus.

Program Director of Diversity – PP distributed a copy of the position for assistant program director of diversity for consideration. Discussion surrounded changing the title and refreshing the job description and how to move forward with a new search. PP and LJ will collaborate on how to move forward.

Telephone Business Model – Discussion surrounded the cost to support life-cycle replacement for the system and what option would ensure that the University can cover maintenance and upgrades. Materials developed by Jeff Sinks were presented with 5, 7, 10 and 14 year proposals. TB expressed concerns about charging per line costs for departments. LJ made a motion that with the implementation of the new phone system each department or unit will pay \$20 per phone with the new budget cycle and this would be reviewed in 24 months to determine if we are accruing enough for needed, planned upgrade and maintenance of the system. EJO seconded. \$15 of the charge is for life-cycle replacement. Motion approved.

NEW BUSINESS

President Li Shuming Visit – CC discussed the agenda that is being planned: English as a Second Language agreement signing at 10 a.m. in Bede Ballroom; Equine Center visit; noon luncheon in Bede Ballroom; tour of ESL area, other; 2 p.m. meet with Chinese students; 3 p.m. meet with study abroad students. CC will follow up with Barbara Ricord to set up the signing area in Bede Ballroom and presentation and projector for lunch. We also need to secure a room for the day for various meetings.

Presidents Bruininks Visit – AC reviewed the background information that will be sent to the President in advance of his visit. Details need to be updated regarding the reference to the position of program director of diversity.

Equipment Usage Policy – EJO made a motion to approve the Equipment Usage Policy as presented. PP seconded the motion. Approved as submitted.

Dining Services Preferred Vendor Negotiations – EJO said that we are sitting down Wednesday morning March 12 with a preferred vendor and U of M to negotiate a contract in person. EJO talked with the consultant about securing additional yearly investment from the preferred vendor as part of the contract. This number will reflect that there will be transition costs for the vendor which are not shown in their proposal. Our consultant does think we can increase the number once we are talking at the negotiating table. We will have some input into how they spend the yearly investments.

System-Wide Policy Review Committee – PP is a member of the coordinate campus sub-committee as the Crookston campus representative. When the U committee reviews policies, PP will bring them to the AC for input and other stakeholders. We will have seven days to review and give feedback.

Meeting was adjourned at 10:40 a.m.