

Administrative Cabinet

8:30 to 10:30 a.m.

April 14, 2008

MN Room

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

Absent: T. Baldwin

Minutes – April 7 minutes were approved as submitted (PP motion to approve; KL second)

OLD BUSINESS

Student Fees – Discussion surrounded how the campus best estimates what student fees will be generated each semester for each united funded without overestimating. It was recommended that the Student Fees Committee set up a more structured policy for determining amounts to be distributed so that units can plan.

BSA & SIFE April Events – PP indicated that he and KL met with BSA and SIFE leaders and advisors and reiterated that for public relations and community good will advanced planning for any special event is required and should be coordinated through Student Affairs at least 6 to 8 weeks in advance. The suggestion was to do word of mouth advertising and focus the events on students. PP indicated that the budget proposal he received on April 6 indicated that BSA had secured \$2500 from a U of M IDEA grant and they were still looking to secure \$500 from Coke; and \$1,000 from Concerts & Lectures. National speakers had yet to confirm attendance.

Diversity Dialogue on campus – CC suggested that we look at promoting a campus-wide multicultural and diversity dialogue with Vice President and Vice Provost Nancy 'Rusty' Barceló in the fall.

Empty Holster Peaceful Protest April 21-25 – EJO has a meeting tomorrow with Chief Motherway to coordinate efforts for advance preparations and contingency plans. The group is historically non-confrontational and we anticipate this will be a peaceful protest. A communications plan to communicate with the campus community needs to be finalized this week and sent out on Thursday. EJO said he will discuss at tomorrow's meeting and come up with a recommended campus communication.

Zero-Based Budgeting – CC suggested that we move toward zero-based budgeting with just the academic departments for this upcoming year and analyze its success so that we can see how we might translate it across the campus in the future.

Commencement – Discussion surrounded conferring degrees by Regent Simmons and some challenges that we had run into. CC will be meeting with Val Uttermark to finalize the details this week.

Space for faculty in Business Department – Susan Brorson has requested two offices in the second floor of Dowell – Dowell 247 and 249. Discussion surrounded keeping faculty close together to create opportunity for collegiality. Seniority issues however also need to be considered. CC suggested that we wait until some of the new hires are on board to finalize office space. AC members would like TB to work with the department heads to bring recommendations for space needs and how to act on office requests.

NEW BUSINESS

Retirement Incentive Proposal – Discussion surrounded a U of M plan that is currently under discussion for providing retirement incentives such as continued health and dental insurance up to two or three years. There are several options on the table and criteria are still being finalized. Union agreement is required in order to institute this across employee classifications. A decision would likely have to happen by July 1, 2008. KL suggested that campus communication regarding such a proposal was important to consider. LJ will be forwarded information to Executive Committee members so that they can communicate with their team members.

University Budget – State allocation and budget issues are still not finalized. The governor has proposed a \$27-million cut to the U of M system. The House and the Senate have yet to come to an agreement. President Bruininks has indicated that the higher the cut the more likely that the University will have to increase tuition rates above the proposed 7.5 percent increase. The University is likely not to have final budget information details until after May 19.

Bonding Bill – The 2008 capital request with the allocations funded was presented. Based on the allocations, there could be about \$400,000 HEAPR funds for the Crookston campus based on past percentages. CC said we need to be more upfront about building a case for asking for a larger percentage based on campus needs.

Residential Life – Residence hall proposed project was discussed. CC asked that Residential Life put together an updated proposal that includes current numbers, registration and demand to show U of M Administration that this is a needed investment for retention and recruitment and try to get a decision made soon so that we can move forward. PP said he is looking at potential options for off-site housing with business owners in the community.

Food Services Contract – The recommendation to move to managed care with Sodexo for the Crookston campus was approved, as part of a consent item for the Board of Regents. EJO will talk with U Administration to move forward with the contract and establish next steps. He will be meeting with them on Wednesday to finalize details and work with Brent Melsa regarding operation management.

Other Business – Retreat planning will continue on April 18 this week. PP distributed the agenda for Public Engagement Day on April 17.

Meeting was adjourned at 10:40 a.m.