

Chancellor's Cabinet

July 15, 2009

8:30 a.m.

Present: Chuck Casey, Tom Baldwin, Peter Phaiah, Andrew Svec and Les Johnson

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

- II. Old Business
 - A. Chuck indicated that he had received a preliminary update from Tricia Sanders regarding Evergreen Hall. Chuck indicated we were under the \$10.6 million budget, however our goal would be to come in under \$10 million. Both Tim Norton and Gary Willhite were invited as special guests to give more details to the group regarding the Evergreen Hall construction project.
 - B. Tim Norton had just received updated figures as of 8:00 a.m. this morning. Tim indicated there were several expected expenses that were finally processes. The Brink demo and removal came in at \$60,456.31 instead of the \$80,000 estimate. Gary said the FF&E was approximately \$680,376. There was \$1 million budgeted for FF&E for the project. As a result of this savings and some other adjustments we are currently looking at \$9,696,000 that is encumbered on the project. We still have \$100,000 of our \$250,000 contingency fund so that puts us at \$9,596,000 spent/committed so far.
 - C. Tim Norton also gave the group an update on the parking portion of the project. Based on many rendering and modifications we are going with Parking Lot Alternate Plan #2. The total cost of this proposal was \$678,000. There was \$266,000 budgeted for the project plus some additional parking funds that were contributed to enhance the scope of the project. There is some extra Class 5 gravel from the tennis court that we can use for parking and landscaping therefore save us some additional money. There was a difference of \$150,000 between what is available and the proposed cost (\$678,000) of the parking lot and landscape of Alternate Plan #2. Tom made a motion to approve the allocation of an additional \$150,000 for parking and landscape for lot E. Andrew seconded the motion. The motion passed. As a result, the current figure of \$9,696,000 plus this \$150,000, brings our new total to **\$9,746,000**. Peter asked if there were still plans for two reserved faculty parking spots next to Evergreen Hall. These spot would be for faculty teaching in the new classroom. Gary said that is still in the plans.
 - D. Peter gave a brief updated on the Gathering Space. Kitchen equipment bids from four companies were received by Ruann last Friday. She forwarded them to Peter. By far Strategic Equipment Company from St. Cloud, MN had the lowest and most comprehensive bid. Peter said he pulled two items from the order because he found used items that would work fine for what was needed. This equipment bid should come in almost \$24,000 under budget.

Also, Peter told the group he had met with Tom Sondreal, the architect and electricians with regards to a sound system in the Gathering Space. Peter told the group it would cost approximately \$1,200 to purchase and install a sound/PA system the Gathering Space. Peter made a motion that \$1,200 of FF&E funds should be used for the sound system in the Gathering Space. Tom seconded the motion. In the discussion Les brought up potential sound difficulties in a space like the Gathering Space that has concrete floors and glass windows. Peter informed Les sound quality was one of the issues that had been reviewed. Tom Sondreal said this could be

addressed by appropriate speaker size and placement. Les also discussed royalty issues with regards to playing music in a place that has more than two speakers. Peter said that both he and Tom Sondreal looked into that issue as well. We are permitted to play radio or internet broadcast but not recorded music that had on a CD or IPOD. We could also play music from Cable TV's music channels that we receive in the Gathering Space. After the discussion the motion was passed.

- E. Tom introduced a consideration for the tennis court space. The asphalt and gravel are currently being removed from the tennis courts. Tom suggested that we look into the possibility of using that space for the Turf Management future putting green since the previous one was removed for the new storage building. Peter liked the idea. Tom said he would discuss this with the Department Heads.
- F. Tim told the group we were still at the Gold Level for LEED certification in Evergreen Hall. He said so far we have committed \$256,366 of our \$260,000 LEED budget.
- G. Gary showed the group a rotted 2X4 that was pulled from Brink during the demo. This helps support our decision to take Brink down now instead of a year or two from now.
- H. Chuck talked about a building dedication for Evergreen on Oct. 2nd. This is also the Grand Opening Day for the Gathering Space. This dedication will also be part of Homecoming Week. A few additional officials may join us for this celebration.
- I. Tom brought forth a request made by Ron Del Vecchio regarding NatR Office space. Tom made a motion that Hill Hall 109 (Judy Baatz old office) be used for Ag & NatR office and Hill Hall 105 to be used for an departmental use. Andrew seconded the motion. The motion passed.
- J. **AQUIP Proposal**- Tom told the group that we have had ongoing discussions about switching to AQUIP and creating a Director of Research or a Director of Assessment and Institutional Research position. This was also discussed at the Executive Retreat for the past two years. Tom has been developing a plan to combines the position so a Director of Assessment & Institutional Research can also oversee the AQUIP initiatives and projects. Tom will discuss this further with the Dept. Heads. Chuck will bring this up for discussion with the faculty when they get back (perhaps at the Opening Week In-service). This could be a part-time position or release time could be given to a faculty member if the right person was available and interested.
- K. **Diversity Program**- Chuck confirmed that V.P. Rusty Barcelo was coming to UMC with Ricky Hall on Sept. 17th. This will be integrated into our Thursday Commons programming. Chuck said we are still not sure when she may arrive but she will most likely leave mid-afternoon on Thursday. Chuck said he also had a conversation with Wayne Gilman, the Crookston Superintendent of the Crookston public schools, regarding V.P. Barcelo's visit. Chuck asked Peter to follow-up with Wayne and see if V.P. Barcelo could assist the staff at CHS. Chuck also told Peter that Wayne was interested in forming a community-wide emergency management group. Peter said he will follow-up with Wayne. Chuck also told the group that UMTC was having their 2nd annual Diversity Breakfast in November. Chuck said Peter and Thomas Williams should look at their calendars and try to attend, if at all possible.
- L. **Upcoming Vistits**-
 - July 28- Campus Master Plan meeting, Orlyn Miller will be on UMC's campus- we need to make sure the building requests (wish list) we have made are added to our Master Plan.
 - August 3- Kent Pekel, from V.P. Jones office of Post-secondary Readiness will be on campus to discuss his P-16 initiatives for superintendents.

- August 26 & 27- Individuals from the University of Minnesota Foundation will be on campus. There will be a dinner on the evening of Aug. 26th. On Aug. 27th there will be a meeting with UMC leadership about finding major donors. There will be a Chamber Picnic from 5:00-7:00 p.m. on the 27th.
- September 3- House of Representatives, Donna Peterson from the state office is coordinating a visit to UMC. There will be State Reps and an entourage of 6-7 (same as the last visit, perhaps Capital Bonding group). The proposed visit should include:
 - Sodexo should prepare dinner for 18-20 people,
 - Pitch the Wellness Center to them (PowerPoint), tour current sport/rec. center,
 - Tour Evergreen Hall
 - Larry Smith (NWROC) should have some time with them- new building
 - HEAPR Money

The next meeting will be 8:30 a.m. on Wednesday, July 22, 2009.

Respectively Submitted,

Peter Phaiah