

U OF M, CROOKSTON ADMINISTRATIVE CABINET
December 22, 2008
Minnesota Conference Room – 8:30 a.m.
Meeting Minutes

Present: Tom Baldwin, Chuck Casey, Tricia Sanders, Andrew Svec

Absent: Peter Phaiah, Les Johnson,

- I. After motion and second, minutes from the Dec. 19 meeting were approved with minor edits.
- II. Chuck received a follow up note from Amy Short, sustainability coordinator for the U of M, Twin Cities campus, who had earlier asked for a contact person who would serve as sustainability coordinator for the Crookston campus. In order to remain in good standing with the U of M system, she suggests we provide a contact person. The people who had been discussed as possible candidates for this sustainability coordinator are off campus until the new year. The decision was made to wait until they have returned to discuss this with them to see who would serve in that capacity. Meanwhile, Chuck will visit with Martin Lundell, the UMC Sustainability Committee chair, to pull together a short summary of work by the committee to let the system know the campus has been addressing issues of sustainability.
- III. Calendars for 2010-2011, 2011-2012, 2012-2013, and 2013-2014 academic years were reviewed. The 2009-2010 calendar has already been approved. Andrew had followed up with Bob Nelson immediately after the Dec. 19 meeting and verified the proposed calendar dates from the Calendar Committee (attached at the end of this document). It was moved, seconded and approved to adopt these as the official calendars for the dates specified.
- IV. Office space - It was moved, seconded and approved to assign office space in 202 Owen Hall to Kristi Walker, Ph.D., who will be teaching in the golf and turf area for spring semester 2009.
- V. Budget Issues
 - Governor Pawlenty on Friday, Dec. 19, announced his plans for unallotment of state funds in order to balance the state budget, which is facing a \$426 million shortfall in the current budget year. His cuts include a \$20 million cut to the University of Minnesota.
 - We do not yet know exactly how much of this amount the Crookston campus will need to retrench.
 - There is a question of whether the cost pool for the U of M will go down, which would help.
 - If a university-wide salary freeze were to be instated, there still will be increased costs due to an increase in fringe rates.
 - Can the academic departments take a critical look at unassigned instruction and make some decisions that would result in savings?
 - It will be necessary to review all positions to determine if any savings may be achieved.

- All units will need to examine their budgets to help identify ways to reduce cost, achieve savings, and develop economy through collaboration.
- For the next meeting, Tricia will pull together historical O&M budget summaries by area for 06-07, 07-08, and 08-09 budgets, as well as estimates for the 09-10.

The cabinet will meet next on Monday, January 5, 2009, at its regular time to focus on budget issues.

The meeting adjourned at 10:20 a.m.

--Respectfully submitted by Andrew Svec

UNIVERSITY OF MINNESOTA, CROOKSTON RECOMMENDED CALENDAR
Recommended by Calendar Committee

2009-10 (already approved)

- o Fall semester classes begin on Tuesday, 8/25, 2009
- o The last day of class be held on Friday, 12/11
- o Final exams Mon-Thu, 12/14-12/17
- o Spring semester classes begin on Monday, 1/11, 2010
- o The last day of class be held on Monday, 5/3
- o Final exams Tue-Fri, 5/4-5/7 – Commencement Sat., May 8, 2010

2010-11

- o Fall semester classes begin on Tuesday, 8/24, 2010
- o The last day of class be held on Friday, 12/10
- o Final exams Mon-Thu, 12/13-12/16
- o Spring semester classes begin on Monday, 1/10, 2011
- o The last day of class be held on Monday, 5/2
- o Final exams Tue-Fri., 5/3-5/6 – Commencement Sat., May 7, 2011

2011-12

- o Fall semester classes begin on Tuesday, 8/23, 2011
- o The last day of class be held on Friday, 12/9
- o Final exams Mon-Thu, 12/12-12/15
- o Spring semester classes begin on Monday, 1/9, 2012
- o The last day of class be held on Monday, 4/30
- o Final exams Tue-Fri, 5/1-5/4 – Commencement Sat., May 5, 2012

2012-13

- o Fall semester classes begin on Tuesday, 8/28, 2012
- o The last day of class be held on Friday, 12/14
- o Final exams Mon-Thu, 12/17-12/20
- o Spring semester classes begin on Monday, 1/14, 2013
- o The last day of class be held on Monday, 5/6
- o Final exams Tue-Fri, 5/7-5/10 – Commencement Sat., May 11, 2013

2013-14

- o Fall semester classes begin on Tuesday, 8/27, 2013
- o The last day of class be held on Friday, 12/13
- o Final exams Mon-Thu, 12/16-12/19
- o Spring semester classes begin on Monday, 1/13, 2014
- o The last day of class be held on Monday, 5/5
- o Final exams Tue-Fri, 5/6-5/9 – Commencement Sat., May 10, 2014