



## UMC Executive Committee



### Minutes

November 21, 2006

Present: Corby Kemmer, Mark Koepke, Bill Peterson, Eric Johnston-Ortiz, Pam Holsinger-Fuchs, Chancellor Charles Casey, Stephanie Helgeson, Krista Lemos, Sue Brorson, Ron Del Vecchio, Dan Svedarsky

Guests: Michelle Christopherson, Lisa Samuelson

In these minutes: 1) Online Degree Marketing Proposal, 2) Holiday Festivities, 3) Old Business, 4) Regents Meeting Updates, 5) Admissions Update, 6) Executive Meeting Dates for '07, 7) New Business, 8) Member Updates

#### **1) Online Degree Marketing Proposal – Michelle Christopherson**

Handout – Marketing Work Plan

- Michelle explained the work plan from the handout
- 60 online degree seeking students at present and would like to attract more for fall of 2007
- Need an investment of \$30,000 and would like endorsement from UMC Executive Team before the May/June flights
- Plan is focused for one year
- Discussion on money spent in past for marketing, number of students UMC is prepared for and how online students parallel the international student situation
- Chancellor Casey thanked Michelle for bringing the information to the group

#### **2) Holiday Festivities – Lisa Samuelson**

Handout – Student Seasonal Activities

- Lisa went over the activities planned for students on campus
- Everyone is welcome to attend events
- NatR club is selling Christmas trees
- Hospitality club is selling wreaths
- Watch for email on other events. Send Lisa ideas for other events or questions about these
- Discussion on lights on mall, ice skating rink on mall
- Faculty/Staff Holiday Party was brought up and decided it should be held. SEC has it on their agenda for meeting tomorrow

#### **3) Old Business – None**

#### **4) Regents Meeting Update – Chancellor Casey**

Handout – Capital Request

- A request for \$250,000 HPER money will be put in for 2007
- Legislature needs to approve the HEAPR money and the University needs to make a good request

Handout – Biennial Request

- Two major themes
  1. Sustaining Quality & Competitiveness
  2. Creating Minnesota's Future
- Necessary to start thinking about what UMC will ask for in Compact

- Discussion on looking at campus for strengths and looking to Dr. Baldwin and Department Heads for leadership on these issues

Handout - Code of Conduct

- Introduced at the University Executive Team conference call
- 10 areas of Code of Conduct
- Does not create a new Code of Conduct, just simplifies
- Will be voted on in Dec Board of Regents meeting and most likely approved
- Includes everyone at the University
- Should be presented to all groups at UMC

Handout – Wisconsin Reciprocity

- Reciprocity with Wisconsin will most likely not be extended beginning the 08/09 academic year
- Won't be a large factor for UMC

**5) Admissions Update - Pam**

Handout – Admissions Update

Parent Letter

- Pam explained the process and procedure that Admissions has been using
- RuffaloCODY coded the students they called
- UMC student callers started calling last night to over 1000 names
- Other names have come in from college fairs
- Parent letter will be sent to parents of all prospective students
- Any students you know that are passionate about UMC and would be good as a caller should be identified to Pam
- Discussion on low numbers and why and the need to be on top of this for next year

**6) Executive Meeting Dates for '07 – Chuck**

- December dates are the 5th and 19th so the first January date should be the 2nd which is a holiday
- After discussion it was decided the first January meeting will be January 9. Barbara will work with Dr. Baldwin and Barb Cournia for other dates as Dept Head meetings will fall on same days.

**7) New Business - None**

**8) Member Updates**

*Pam – Student Affairs & Enrollment*

- Attended National Conference last week at Vanderbilt University on Arts influence on College
- Three student focus groups are being done with students to seek input on concerns and challenges they are facing and what faculty/staff can do to support them

*Eric Johnston-Ortiz – Finance & University Services*

- Student survey has been sent out on the recreational center with results in Monday after Thanksgiving
- Food Service and Beverage RFP is due Dec 5th.
- Meeting today with Pandemic Flu Committee to get information from Tom Fiero that UMC needs to have to be up to date

*Bill Peterson – Arts, Humanities and Social Science*

- International Program Director Search update: 4 candidates will be on campus for interviews next week and the first part of the following week.
- New Psychology faculty member (Alvin Killough) arrives in town this weekend and begins work Nov. 27
- UEA Negotiations next session is December 18/19
- Stan Sahlstom has been moved to the VA Hospital and not doing well

*Mark Koepke – Facilities and Operations*

- Heating Plant is progressing slowly but backup boiler is still not operational
- Bids for Dowell 311 came in a little higher than expected and decision will be made in the next couple of days
- Windows project for lower level of Hill has been started
- Registrar's office will be moved between Christmas and New Years

*Corby Kemmer – Development*

- Scholarship projections for '08 are finished
- NWEIA meeting was last week
- Cy & Fran (Stauning) Carpenter recently gave a donation of over \$40,000 to UMC

*Krista Lemos – Communications*

- E-communications Manager search has more applications and first interview will be held Monday
- TV flights with KVLV will be posted on the website
- Crops College Dec 19
- Working with Finance Business plan for Print and Design Department
- Working with Athletic Review Committee for media plan for dispensing the report
- Jeff Falk will be interviewing Ron for U of M Moment
- Kelly Stone will be interviewing Lyle Westrom about his trip to Egypt

*Dan Svedarsky – Natural Resources Department*

- Discussion on Twin Cities campus on approaches to advising in the recently distributed minutes from the 1 November meeting of the Senate Committee on Educational Policy (SCEP).
- Dan has been involved in recent coordinating meetings involving Extension, UMC faculty, NW Regional Sustainable Partnership (Linda Kingery), Mike Klawitter, and the Sisters of Mount St. Benedict concerning the Community Supported Agriculture (CSA) garden project at the Mount property and the demonstration structure known as a "High Tunnel." The latter is a greenhouse type structure which can extend the growing season for fruits and vegetables. The management system continues to be fine tuned.
- Natural Resources Department instructor, Rhett Johnson, recently completed his Master's thesis at the University of Minnesota, Duluth and his work was the runner-up nomination for a regional award for Master's theses from the University of Minnesota system. Congratulations, Rhett.

*Ron Del Vecchio – Agriculture Department*

- Ag Activities Day is a week from Friday
- Ag Science Outreach Program (Nov through early May). Ardell is conducting science based labs in Ag, NatR, Biol at the High Schools or bringing the high school student here as a means to further educate and recruit students
- 3 horses have been donated worth over \$60,000

- o Ag Business position may have to be re-advertised
- o Equine Head coach resignation
- o Dec 4 - Minnesota Cattle Feeder Day to be held at the NWROC in Youngquist

*Sue Brorson – Business Department*

- o Work has begun on Business Activities Day held in the spring
- o Committee on online degrees will be working more to address issues that need studying
- o Bruce Sorte has been hired for the joint position with Extension. He is from Oregon and has very good credentials. He will be touring the campus early in December.
- o Work is being done to finalize faculty for spring. May be necessary to hire adjunct faculty for full-time

*Stephanie Helgeson – Athletics*

- o SEC meets tomorrow
- o Thanks to everyone that came out for the Men's basketball game against UND
- o ARC met for last time last night. The report will be to the Chancellor by noon tomorrow
- o Men and Women's basketball this Saturday
- o Jeff & Doc are working on web streaming the home games
- o NCAA Convention January 6-8 in Orlando
- o Hockey arena meeting was Nov 13 - Community will go ahead with project even if UMC isn't involved. DNR may fund 50% of the project.

Chancellor Casey

- o Athletic Review Committee Report will be made available as widely as possible
- o Media interviews are scheduled for next Monday
- o FCC will host a forum on December 4 at 4:00 p.m. on the report
- o Will ask SEC and CSA also to hold forums
- o Last week met with School Superintendents on CIHS. Looking at registration being extended into the school year. Will work with Registrar's office and CAL. Meeting went well
- o Met with Marshall Johnson, President of Black Student Association and 3 others. Would like to invite Justice Allen Page to campus on February 15 or 22nd. They have lots of ideas for speakers on campus.
- o Thanks to all who filed REPA reports – about 98% complete
- o No word on AHEC so far
- o Happy Thanksgiving

Minutes respectfully submitted by Barbara Ricord