



UMC Executive Committee



Minutes

Friday, August 18, 2006

10:00 am – 12:10 pm

Selvig 308

Present: Susan Brorson, Ron Del Vecchio, David DeMuth, Stephanie Helgeson, Pam Holsinger-Fuchs, Corby Kemmer, Krista Lemos, Eric Johnston-Ortiz, Mark Koepke, Bill Peterson, Tricia Sanders, Dan Svedarsky, Deb Zak, Chancellor Charles Casey

Guests: Michelle Christopherson, Bob Nelson, Jodi Steiner

In these minutes, 1) CIHS Fees – Michelle Christopherson, 2) Updates on Travel Policies – Tricia Sanders, 3) Peer Institutions – Bob Nelson, 4) Goals for Priority Programs – Department Heads, 5) Facilities Update – Mark Koepke, 6) Opening Week Agenda: Monday, Aug 21 – Chancellor, Saturday, Aug 26 – Pam Holsinger-Fuchs, 7) New Business, 8) Member Updates

Chancellor Casey welcomed new executive committee members Eric Johnston-Ortiz and Mark Koepke and thanked Tricia Sanders for her work and professionalism over the past year.

1) CIHS Fees – Michelle Christopherson

Christopherson introduced Jodi Steiner, recently hired in the Center for Adult Learning (CAL), primary responsibility with College in the High School (CIHS) services. Christopherson shared background information and answered questions concerning the application for Accreditation with the National Alliance of Concurrent Enrollment Partnerships recently filed along with the justification for requesting an increased CIHS fee.

A motion was made by Pam Holsinger-Fuchs to increase the CIHS fee from \$25 to \$75 per 3 credit class per student effective the 2007-08 academic year, seconded by Ron Del Vecchio, further questions, vote called, motion carried.

2) Updates on Travel Policies – Tricia Sanders

Sanders distributed handouts concerning travel policies, reviewed policy changes, and answered questions. This information can be found online; an email will be sent to committee members with links to the policies. Questions can be directed to Joan Reitmeier or Tricia Sanders.

3) Peer Institutions – Bob Nelson

Nelson distributed three handouts including a summary document, copy of spreadsheet used at the retreat, and a new piece having to do with faculty salaries, and reported that the task was to reach agreement on final peer list and final aspiration list.

Discussion continued and Nelson answered questions.

Peer Institutions:

- University of Wisconsin-Stout
- Northern Sate University
- Dakota State University
- Delaware Valley College
- Bemidji State University
- **University of Minnesota, Crookston**

A motion was made by Bill Peterson to accept the identified institutions as UMC's peer institutions, seconded by Ron Del Vecchio, further questions, vote called, motion carried.

Nelson explained selection process for aspiration institution list, discussion continued, Chancellor Casey asked for additional comments.

Aspiration Institutions:

- University of Pittsburgh-Johnstown
- University of Maine at Farmington
- University of Wisconsin-River Falls
- University of Minnesota, Morris
- **University of Minnesota, Crookston**

A motion was made by Bill Peterson to accept the identified institutions as UMC's aspiration institutions, seconded by Susan Brorson, further questions, vote called, motion carried.

Chancellor Casey asked Nelson to explore issue of NDSU (could bring back for additional consideration) and thanked him for his conscientiousness in researching this data.

4) Goals for Priority Programs – Department Heads

Target programs identified by department heads at retreat for marketing purposes

- Agriculture – Agricultural Business; Animal Industries Management
- Arts, Humanities, and Social Sciences – Communication; Early Childhood Education
- Business – Business Management (Entrepreneurship, Marketing); Sport and Recreation Management
- Math, Science, and Technology – Health Sciences (Applied Health, Pre-nursing); Information Technology Management
- Natural Resources – Wildlife Management; Water Resource Management

Department heads shared enrollment goals for identified programs. Next steps include agreement on numbers, revisit so all are comfortable with targets, and work with Krista Lemos on marketing plan.

5) Facilities Update – Mark Koepke

Koepke reported on the status of projects:

- Art room in Owen – millwork in bid process, in house work on schedule
- Heating Plant – basically on schedule
- Hafslo Church – left campus August 17 and will be moved to its new home as part of the Polk County Historical Society
- Robertson – abatement work progresses in preparation for demolition
- Hill Building – contract awarded; window replacement with the lower level to be completed this fall, drainage issues October, remodeling on lower level October-November
- Trap resurfacing schedule – to contractor August 18, September 8 completion date
- Security systems – Kiehle, Business Office, ready to go; video security, Early Childhood Building; security lighting on campus
- Sidewalk replacement work – to be completed this fall
- Remodeling work in Dowell – (chemistry lab – hoods, millwork) to be completed in December
- Centennial Hall – in good shape
- Sprinkler work in Dowell and Brink – will be completed the week of August 21
- Carpeting projects were completed over the summer, except for Extension area

6) Opening Week Agenda

Monday, Aug 21

Chancellor Casey commented on the specialized workshops and events in the faculty and staff opening week schedule, August 21-31. Please share questions and comments.

Saturday, Aug 26

Pam Holsinger-Fuchs shared information about the orientation schedule highlighting:

- Students check-in Saturday
- KVLV filming Saturday and Monday (Meet Crookston through Service)
- Orientation Convocation, 3:30 to 4:30 p.m. Saturday
- Ice breaker events/parent session
- Dinner Theatre
- Advisor/Advisee luncheon, Monday, August 28 from 12:30 to 1:30 p.m.

Holsinger-Fuchs shared information about the residential life "adopt a faculty" program, the mentor program, and the GLBT Workshop (Wednesday, August 23 at 11 a.m.) with presenter, Anne Phibbs, System wide GLBT Coordinator for U of M. She led discussion on the Student Roster Summary Statistics handout that was shared.

7) New Business

Framed prints from Beautiful U Day will be displayed in Owen Hall as soon as the Facility & Operations schedule permits

8) Member Updates

Pam Holsinger-Fuchs – Student Affairs & Enrollment Management

Ice cream social (Ox Cart Days) event Friday, August 18 on the UMC mall
Maroon & Gold Fridays will continue

Ron Del Vecchio – Agriculture Department

Thanked all for their participation in the senior vice chancellor candidate search process and stressed importance of the on-line survey feedback

Dan Svedarsky – Natural Resources Department

Reported that Rob Golembiewski has been hired to lead Golf & Turf Program; hired engineer to teach watershed management

David DeMuth – Math, Science, and Technology Department

Brenda Miller will teach College Algebra; remodeled office space nearing completion

Krista Lemos – University Relations/Communications

The Minnesota Farm Bureau Federation visit August 14 had good participation. *U.S. News & World Report* again named UMC one of the best comprehensive public colleges in the Midwest, advancing to second in the standings. For a ninth consecutive year, UMC is among the top college in the category "Top Public Midwest Comprehensive Colleges – Bachelor's" for 2007. Lemos will be attending the Minnesota State Fair August 24-26 along with approximately 25 UMC representatives including alumni. University Relations staff from University of Minnesota, Morris will visit UMC August 30.

Eric Johnston-Ortiz – Finance and University Services

Thanked for the warm welcome by campus and community members

Stephanie Helgeson – Athletics

Head football coach, Shannon Stassen, has a long recovery ahead; one hundred ten student-athletes on campus for fall semester sport seasons; Teambackers fund drive in progress; DAC presentation September 18; will be participating in Ox Cart Days parade; assistant athletic trainer position not filled (contracting with Select Therapy, Grand Forks, in the interim)

Deb Zak – Extension

Will serve, along with Susan Brorson, on the search committee for the Community Vitality educator; recently attend the Wild Rice Restoration and Preservation Conference in Watersmeet, Michigan

Corby Kemmer – Development & Alumni Relations

Preparing for Homecoming events-September 29-30, Torch & Shield-October 25; presenting a strong presence locally and regionally

Susan Brorson – Business Department

Three positions to fill this summer, agreement with individual three-quarter time for fall semester; faculty will have additional teaching load until remaining positions are filled

Bill Peterson – Arts, Humanities, and Social Sciences Department

ESL now academic program, staffed, with 16 students fall semester and 30 coming in January; faculty contract negotiations progressing

Chancellor Casey

Based on the summary of survey results, the executive committee will continue to meet for two-hour meetings on Tuesdays. Vice President O'Brien will visit campus August 25 and meet with Crookston Vitality Project's task force on the proposed community/wellness center. He asked Eric Johnston-Ortiz to look at the complete Administrative Service and Productivity report and bring back recommendations to the committee with time tables, actions steps. Ron Del Vecchio was thanked for chairing and Stephanie Helgeson for serving on the search committee for senior vice chancellor.

Minutes respectfully submitted by Sue Dwyer