



**UMC Executive Committee  
Minutes  
January 23, 2007**



Present: Pam Holsinger-Fuchs, Dan Svedarsky, Deb Zak, Ron Del Vecchio, Mark Koepke, Sue Brorson, Tom Baldwin, Chancellor Charles Casey, Corby Kemmer, Stephanie Helgeson, Bill Peterson, Eric Johnston-Ortiz, David DeMuth, Krista Lemos  
Guest – Melissa Dingmann

In these minutes 1) Work Study Presentation, 2) Old Business, 3) Compact Ideas, 4) List of HEAPR Projects for 2008, 5) Community Leadership, Emerging Leaders, 6) Change in Exec Committee Meeting Day, 7) New Business, 8) Member Updates

**1) Work Study Presentation – Melissa Dingmann**

- 221 students are on work-study – an increase of 21 students
- \$1000 limit is working well for students and departments
- Department is on track to not overspend this year
- Questions and comments by group on alternatives for less students in some departments
- At end of year Departments will inform Melissa on how work-study is working in terms of budget allocations and issues being dealt with
- Thank you to Melissa

**2) Old Business**

- Chancellor has received no bill for cell phone yet. Eric will check into the phone bills
- In process of appointing a Facilities Planning Committee (FPC). Master plan was last done in 2001 with the work of a large committee.
- Chancellor met with Orlyn Miller and Gary Summerville and agreed the FPC should look at the Master Plan document. Not necessary to do another full update of the plan.
- Information is being provided for FPC on space, buildings and a Facilities Condition Analysis that was done a couple of years ago.
- Mark provided a 1 page document on planned projects for HEAPR funds beyond 2006-2007
- Eric will chair committee of 10 people – members are Ron, Dan, Mark, Eric, Stephanie, faculty from each department and Owen Williams from the library
- Bob Kvavik with long range planning will be coming to campus and a meeting with the committee will be scheduled
- Eric & Chuck will call the first meeting soon and set out timelines

**3) Compact Ideas**

- Received a few accomplishments back from departments
- Instructions for Compact should be out next week. Most likely similar to last year
- Budget needs to be ready at same time
- Send accomplishments to Barbara
- Meetings are scheduled every Tuesday afternoon beginning today with Administrative Cabinet until end of February to work on Compact. Others may be invited at certain times
- Schedule of times information is needed for Compact will be one of first things looked at
- Passed out Dan Svedarsky's accomplishments to give an example
- New goals will use format of Exceptional Students, Exceptional Faculty & Staff, Exceptional Organization and Exceptional Innovation – posters were passed out with the format.

**4) List of HEAPR Projects for 2008 – Mark Koepke**

Handout – Summary over last 2 years

- Shows types of projects approved
- HEAPR are Health & Safety Building Condition type – restricted to those types of projects
- Facilities Committee should prioritize needs on campus
- 2008 instructions should be out soon. For 2007 University will make an emergency request for funds to re-do Lysaker Gym floor
- No other HEAPR funding for 2007. Funds asked for every other year
- Chancellor sent out information on University Budget along with talking points that can be used to share with campus
- Governor recommendations are for about half of what the University asked for. He is recommending all elements of Creating MN Future and only the Technology & Infrastructure piece from Sustaining Quality & Competitiveness
- Discussion and questions were held

### **5) Community Leadership – Chancellor Casey**

Brochure on program was sent around

- Corby participated last spring and said it was a valuable program. Good contacts and a history of Crookston and what is happening in Crookston
- Chancellor Casey added it was good opportunity for networking. Encourage others to attend

### **Emerging Leadership Program**

- Program through U of Minnesota
- 3 names can be submitted by Feb 2. Candidates need their information in by Mar 9
- Several from campus have attended. Stephanie attended last year and said it was a good program to network with the Twin Cities campus. She recommends it for everyone
- Give thought to names and get in this week – part of exceptional faculty/staff

### **Beautiful U Day**

- Peg Sherven is meeting on Thursday with group interested in Beautiful U Day. She did a good job last year with every request being funded
- Would like someone else to take over. If interested let her know

### **Martin Luther King Jr Lecture**

- Martin Luther King Jr Lecture is Thursday at 4:00 p.m. – Dr. Tommie Smith. Everyone is invited to attend

### **6) Change in Meeting Day for Executive Committee – Chancellor**

- Meeting day will be changed to Thursday mornings and held twice a month instead of every other week
- Most members were okay with the change
- Meetings will change beginning February 1, 9:30 – 11:30 a.m. A schedule will be worked out and sent to Executive Committee

### **7) New Business**

None

### **8) Member Updates**

*Chancellor Casey*

- Received call from Collin Peterson's office. They are looking for a legislative assistant from NW MN with a farm background that would work with the 2007 Farm Bill
- Would be great opportunity for government experience for recent grad or someone graduating this spring
- No timeline yet for position. Chancellor has contact name if you know someone interested

- o NSIC board voted to accept 4 schools that applied to be in the NSIC
- o Site visits will be conducted next
- o Each applicant will be voted on separately
- o Decision no later than April 22 or 23. Could be sooner if all information was in

*Bill Peterson – Arts, Humanities and Social Sciences*

- o Quality Fair is Thursday from 8 a.m. to 12:00 noon
- o Search is on Director of International programs. Person was offered and turned the position down. No one else to offer it to at this time.
- o Search is closed. Committee will reexamine requirements and then re-advertise
- o UEA gave a 1 page proposal before Christmas and UMC made a counter offer. This week they came back with a counter offer for 1 year
- o Will be meeting in next few weeks with negotiator
- o Questions and discussion were held

Chancellor left to attend an ROTC commissioning of a UMC student today

*Tom Baldwin – Academic & Student Affairs*

- o Working on finalizing committee for Pam's replacement and Admissions Director
- o Getting tenure documents ready to go to the TC for 3 faculty

*Sue Brorson - Business*

- o Serving on New Student Registration committee. Dates proposed are April 30, May 9, 11, 14, 18, June 11 & 22, July 9 & 27
- o Bruce Sorte – Extension and Business cooperative person is on campus today. Sue will be giving a tour of offices
- o Business Activities Day is March 27. If any office has items for give away let Sue know

*Ron Del Vecchio – Agriculture*

- o Ag Arama this weekend. Judging contests for students. Saturday afternoon will be awards and then a dance at the armory in the evening
- o Feb 17 U of MN Extension will be doing presentations for Adult Education for horse owners
- o Moving forward with Ag Business Instructor & teaching specialist in Equine

*Dan Svedarsky – Natural Resources*

- o Meeting with UND Wellness Center person next week. Others are welcome to attend
- o Group from Robeson College will be here next week
- o Steve Bartone from the MN Sea Grant project was here last week
- o Tomorrow will be a presentation by Mike Clemens, Pres., ND New Energy Corp., Past Pres and now VP of the North Dakota Corn Growers at 2:00 p.m. His message will tell of where we are going on all of the new energy and some of the "old" energy situations.

*Mark Koepke – Facilities and Operations*

- o Bids in on Robertson – demolition should start when frost is out
- o Concession building will be bid next week
- o Heating plant should be completed soon
- o Dowell Hall parking lot should be open in a couple of weeks
- o Contractor has been authorized for stair railings in Student Center, but no schedule yet

*Pam Holsinger-Fuchs – Enrollment and Student Activities*

- o Campus preview day of February 17 has been added. Twenty-four students attended on the 24th.
- o 8 Financial Aid workshops going on along with Spring recruiting
- o Juan Moreno will be on campus on Wed

- Coke update – profits are up from last year. Some could be used for Business Activities Day
- 30 Coke bottles on Campus with money, cap etc. inside
- Health survey for students from Boynton Health Center. All students participating will receive a \$5 gift card and will be eligible to win a \$3000 scholarship
- NSSE Survey on student Engagement coming out this month
- Lisa Samuelson and Stacy Grunewald are working on indoor walking routes on campus
- Admissions website is up and running
- Communications retreat is being held for Admissions this Thursday
- Lisa Loegering's mother passed away today

*David DeMuth – Math, Science and Technology*

- Continue partnership with Zhejiang Economic Trade Polytechnic (ZJETP) and anticipate traveling to China in June
- Working on similar partnership with Zhejiang Forestry University (ZJFU), who may invite faculty to deliver a short course at their school this summer. A study abroad opportunity in China will overlap with these opportunities.
- Working on establishing a training program for the banking industry which will include selected banks in China, the China Center, Dakota State University and UMC

*Eric Johnston-Ortiz – Finance and University Services*

- Budget preparation going on for Compact. If Compact needs to be in on February 27 then Financials need to be in by 23rd
- Wellness and Recreation Center information sent to the Twin Cities. After it is approved as potential project it will give us a place holder and work will start with the consultant
- Working with controllers office to look at process of payments to vendors and why they are being delayed
- Emergency Management & Pandemic Flu Committee are putting a presentation together for faculty/staff/students
- RFP final draft is being reviewed this week for dining services
- An ATM will be placed in the Student Center shortly. Bremer will get the machine on campus as soon as the wiring is finished

*Krista Lemos - Communications*

- First e-updates went out last week and will go out again next week. Any information group has should be sent to Krista no later than Wed of this week
- Working on presentation for AZ social that Corby and Chancellor Casey will attend. Others will also be able to use the presentation

*Stephanie Helgeson – Athletics*

- Recruiting going well – a lot of good local talent visiting
- Last weekend received a verbal commitment from a student athlete
- Football student athletes signing date is Feb 7
- Athletic Administrators meeting April 22
- Evaluating Arts, Athletics and Academics Awards for Section 8A
- Thurs Feb 8 – UMC hosting Special Olympics fund raiser in Basketball - \$1 Admission
- March 1,3,6,8,10,13 - hosting high school basketball tournaments
- April 24 – Kiehle 6 p.m. Athletic Awards Program
- Pacesetter camp – Saturday April 21
- Hosting men and women's basketball – this weekend Friday/Saturday 6:00 & 8:00

*Corby Kemmer – Development*

- Gone next Mon through Wed with David to Florida for Professional Development opportunities
- Feb 13 – 17 is the Arizona Social
- March 8 – working with Barbara Muesing on a Women's History event

- Working on developing an economic development analysis to showcase financial impact UMC has on city of Crookston & region
- Ag Arama is looking for a strong presence from faculty/staff this weekend
- Alumni socials will be held in Alexandria and Detroit Lakes at a later date. Cindy Bigger is working with Corby.
- Planning has started for NWSA reunion for summer 07
- The annual combined version of the Torch & Aggie will be out in Feb and will contain annual FY '06 Donor Report
- Gifts to UMC have surpassed \$400,000 – up approximately \$200,000 from this time one year ago

Minutes respectfully submitted by Barbara Ricord