



**UMC Executive Committee  
Minutes  
February 15, 2007**



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

In these minutes 1) Operational Continuity – Emergency Management, 2) Old Business, 3) New Business, 4) Mission & Values, 5) MN State Sesquicentennial, State Fair, 6) Member Updates, Senator Coleman's visit Feb 16

**1) Operational Continuity, Emergency Management – Tom Feiro**

- Tom explained that VP O'Brien has asked the Emergency Management Dept to develop Operational Continuity plans for the University in times of disasters
- Emergency Management department has developed a template for campuses and would like to come to UMC to show how it works and how it can be used
- Kristi Gisch has spoken with Chancellor Casey and will need approximately 2 hours to show the plan to Executive Committee
- Chancellor Casey will invite her to come to an Exec meeting in March and will lengthen the meeting to accommodate her
- Tom responded to a question on pandemic planning and said this will fit into the planning

**2) Old Business**

- None

**3) New Business**

Bill Peterson

- OSCI – next round of grant requests are due March 26 in the TC
- Last year UMC received funding for Kevin to work with CAL
- Bill and Pam have a meeting this afternoon to explore retention and grad rates and they may fit into the funding requests

Eric

- Board of Regents approved raising the bid threshold from \$10,000 to \$50,000 starting the first week in March
- Questions were asked on construction projects and contracts and Eric will get answers and let group know

Tom

- Keeping Our Faculties of Color Symposium is April 12-14, 2007. Encourage others to attend
- Senator Coleman will be at RiverView on Friday at 2:30 – FCC is same day at 3:00
- Note of congratulations from TC on 100% of REPA documentation
- Kathy Yaeger is coming next Tuesday & Wednesday to help work on the Compact. Any information left to be sent in should be done as soon as possible. Compact will be sent in a week from tomorrow
- Undergraduate Research opportunities need to be in tomorrow so they can be added to the Compact
- Approval by Board of Regents to these areas:
  - Create a Bachelor of Science (B.S.) degree in Biology and a Minor in Biology

Change name of Bachelor of Science (B.S.) degree in Animal Industries Mgmt to Bachelor of Science (B.S.) degree in Animal Science, with two areas of emphasis-Animal Science and Pre-Veterinary Medicine  
Change name of Bachelor of Science (B.S.) degree in Equine Industries Management to Bachelor of Science (B.S.) degree in Equine Science, with two areas of emphasis-Equine Science and Pre-Veterinary Medicine

#### **4) Mission and Values – Tom Baldwin**

Handout on core values

- Missions wording is to be changed without changing the mission. A concern of the new terminology is that the mission may change.
- Thoughts and ideas should be shared with Chancellor Casey
- Mission will come back to Exec for approval

#### **5) MN State Sesquicentennial/State Fair – Krista Lemos**

Handout – Sesquicentennial

- State of MN will celebrate 150th Anniversary May 11, 2008
- Activities will be recommended to help incorporate the celebration such as the State Fair
- Looking for committee members to work to support the effort. UMC will get \$2500 to use to support the work
- John Zak is coordinating with off campus individuals
- Criteria for awarding funds will be established
- Any ideas for sponsorship or names should be given to Krista

State Fair

- State Fair is August of 2007
- Last year UMC manned booth for 3 days. Could be possible to have 2 days this year. Communications intern is putting together a committee for this year
- Being at State Fair is good for UMC with a lot of exposure

#### **6) Member Updates**

*Bill Peterson – Arts, Sciences and Humanities*

- Nothing except the information on the OSIC grants

*Dan Svedarsky – Agriculture*

- Robeson College visit to UMC went well
- Craig Swan has given the ok to work with Bemidji on a Criminal Justice Degree for UMC. Details will be worked out
- Working with 3-4 students on Undergraduate Research Opportunities

*Deb Zak – MN Extension*

- Good Meeting with White Earth. Will be bringing 30-40, 5th & 6th grade students to campus June 14 & 15. They will also go out to the telescope site
- Horse workshop is being held at UTOC on Saturday with 77 participants registered
- Another crops college is being planned to be held at UMC

*Pam Holsinger-Fuchs – Student Affairs and Enrollment*

Handout – brochure on "Transfer Times"

- 8 students are coming this weekend for campus preview
- Snow festival being held on the mall this weekend
- Thanks to Sue & Bruce Brorson for their participation in the Marriage Panel
- Sue has been nominated for the ATHENA award
- Dan has been nominated for the Outstanding Community Service Award
- Summer camps meeting is being held Feb 22, 9 a.m. in the MN Room – for anyone interested in hosting a camp this summer on campus
- Boxes and Walls is Thurs & Fri, Feb 22 & 23

- Inviting the Human Rights Commission to campus
- Marcia Walker is hosting the Black Church History on campus tonight
- Feb 22 at 1:30 in the MN Room – will be a Campus Visit Webinar – on how to improve campus visits
- Job Fair on campus was successful – Don Cavalier took 31 students to the TC job fair

*David DeMuth – Math, Science & Technology*

- Game Design Camp is being planned for last week in June. There could be other camps the same time.
- Could be 10-12 undergraduate research opportunities ready for submission
- Two technology enhanced grants submitted by MST - Sharon Stewart to support to capture her lectures using MediaSite system for online Dietetics program. DeMuth to supplement building of game design lab having implications for CST,ITM programs as well as game design camp. Lab can also be taken on the road for recruiting students
- 2 Interdisciplinary International Institutional Partnership Grants went out from the MST department – Keranen seeks a collaborative with Max Planck Institute (Germany) and Tang a bank training initiative with the Chinese Government
- Attended Midwest Regional Alphabet Soup conference as part of U of MN GLBTA commission
- Contacted Peter Hudleston to discuss name change of CST program to Software Engineering. Will set up meeting with Peter, Tom Baldwin & Mats, Heimdahl in future
- Breeze system is being updated and everyone is encouraged to use it to save money attending meetings online instead of traveling to them

*Stephanie Helgeson - Athletics*

- Monday starts site visits for NSIC
- Feb 22 – Hosting Fosston vs. Stephen-Argyle in Boy's Basketball
- High school tournaments are March 1-13
- 50 applications for assistant football coach
- Thanks to everyone who attended the special Olympics – raised between \$1400 and \$1500
- Last weekend for home events for the year
- Coaches are busy recruiting

*Eric Johnston-Ortiz – Finance and University Services*

- Working on budget and Compact issues
- Open position in Business Office closed yesterday with 17 applicants. Interviews should begin within the next couple of weeks. Applaud Donna for her efforts to keep work flowing with office being short staffed
- ATM contract signed with Bremer and TC. Installation set for March 1
- Tricia will be back first week in March

*Mark Koepke – Facilities and Operations*

- Update on Prairie Room – waiting for carpet. Wire in the sprinkler head froze and discharged causing the damage. Should be open by end of month
- Bids on the concession & rest room came in too high
- Security systems are being worked on in Business Office and Children's Center. Equipment will go online next week. TC will monitor if we want
- Any ideas for security work issues should be sent to Mark as there are some extra funds
- Lab renovation in Dowel will wait until after concession bid comes in
- Wood panels on Student Center stairs are tentatively set to be removed during spring break

*Ron Del Vecchio – Agriculture*

- Signed an articulation agreement for Equine program with Laramie County Community College
- Adult horse program this weekend with MN Extension – 10:00 Saturday
- Animal Industries Management title was changed to Animal Science
- Working with Paul & Harouna to submit undergraduate research opportunities tomorrow
- CLOVIA is working with AG for Tours for Tots in April
- 2 positions are being posted in Ag Business and Equine Science. Interviews should be held end of March
- Working with the folks at the UM-Morris as it relates to their compliance with IACUC (Institutional Animal care and Use Committee).
- Nicki Overgaard is on maternity leave as of Monday
- IHSA regional is March 3 & 4 on campus

*Sue Brorson – Business*

- Bruce Sorte will be here on the 19th
- The RED group (Rural Economic Development) is looking at issues impacting rural communities such as renewable energy, health care and worker issues for manufacturers
- Working on articulation agreements
- Business Activities Day is March 28
- 2 positions open – Entrepreneurship and Marketing
- Suggestion that support services for online students need to be studied for quality because more students are taking online courses

*Krista Lemos – Communications*

- President Bruininks State of the University Address is Thursday March 1 at 3:00 in Dowell Hall 100. Looking to work on script for questions that audience can ask. Any suggestions give to Krista
- Elizabeth will be out next week
- E-Communication manager position has been offered to applicant
- Putting together talking points for enrollment numbers – non-degree seeking students are up
- Attended GF/EGF Chamber dinner meeting. Good opportunity for UMC to have more people attend next year

*Tom Baldwin – Academic & Student Affairs*

- Promotion & Tenure documents left campus on Tuesday
- Webinar yesterday was available – there will be 6 more coming up. Encourage others to participate.

Respectfully submitted by Barbara Ricord