



**UMC Executive Committee
Minutes
March 1, 2007**



Present: Corby Kemmer, Stephanie Helgeson, Krista Lemos, Pam Holsinger-Fuchs, Mark Koepke, Bill Peterson, Ron Del Vecchio, Dan Svedarsky, Tom Baldwin, Chancellor Charles Casey, David DeMuth

In these minutes: 1) Old Business, 2) Announcements, 3) AZ Trip Wrap Up, Recent Fund Raising Numbers, March Alumni Socials, 4) Summer Project Update, Summer Camps, FLASH Piece, 5) Questions for President's State of University Address, Mission & Core Values, Agenda for In-Service Meeting, 6) M Crookston Logo Update, 7) New Business, 8) Member Updates

1) Old Business

None

2) Announcements

Chancellor

- Grant Writing Seminar April 4th in TC. Elizabeth Tollefson went in past and said it was a very good program
- Letter from Scot Martens, director of OSCI about Quality Fair & UMC's good representation
- Summer Institute of Engaged Learning – encourage some to attend – Pam's department went last year
- Compact was sent in last week – Meeting in TC next Wed from 1-3 p.m. Compact will not be shared until after meeting. Yesterday met with Eric, Tom & Krista to organize to have best representation for UMC
- Retreat Dates are June 12 – 14 at HorseShoe Bay Lodge in Walker – about 2 1/2 hours away.
- Group will be formed shortly to look at agenda items. Any suggested items should be sent to Barbara in next couple of weeks
- May want to ask others to attend also
- UEA negotiating session will be held again on March 13 & 14
- Supervisory Training will be the afternoon of March 14 and all day March 15. Survey questions and information were sent out this morning.
Training will start at 12:30 on 14th with the entire group in Bede D & E
Thurs, 15th 8:30 will be the entire group in Prairie Lounge and then at 12:45 to 2:30 Administrative Supervisors and 2:45 – 4:30 Academic Group. Lunch will be served both days
- Survey is to get feedback of issues to be addressed
Roles & responsibilities of supervisors at U of M
Approaches to Managing Conflict
Communication Skills for Supervisors
Performance management
- Training is to help plan for better performance evaluations for employees
- Get information back to Francine as soon as possible

Bill Peterson

- Round of grants coming in mostly to do with quality improvement and student experience to measure outcomes. Possibilities for grants have been talked about. Chancellor Casey spoke of some that are being looked at – including:
Business model for CAL
Issues to do with timeliness for the Business Office
- Grants are due the end of March with a total of \$250,000 granted University wide

3) Arizona Trip Wrap Up, Recent Fund Raising Numbers, March Alumni Socials – Corby Kemmer

- AZ trip was February 13-16. Met with prospective donors
- Friday luncheon social had a large turnout
- Harlene Hagen – NWS alumni spoke at the luncheon
- Saturday Chancellor Casey, Barbara Muesing and Corby met with a group from Crookston in AZ for the winter

Fund Raising Numbers

- UMC fund raising is 9% ahead of last year in gifts and 25% ahead in dollars
- Handout from Judy Kirk – thank you to Development Staff for making December 2006 biggest month in the history of development at U of M

March Alumni Socials

- March 6 – Social in Alexandria
- March 22 – Social in Detroit Lakes
- Cindy Bigger has been assisting with these socials
- Will try to do more around the region. Any groups that should be contacted let Chuck or Corby know. UMC wants to be proactive in their approach to alumni and friends

4) Summer Project Update, Summer Camps, FLASH Piece – Pam Holsinger-Fuchs

Summer Project Update

- Paige Eskelson a student who has worked in the Admission Office is doing an Undergraduate Research Project. She will be doing a nation wide search for colleges that UMC does not currently have an articulation agreement with that would fit with some of our “niche” programs

Summer Camps

- 3 camps are planned for the summer plus David’s Game Design camp
- Next campus meeting on camp planning is set for March 19
- U of M posts camps at all campuses

FLASH Piece

- New FLASH piece is posted on Admissions page and UMC page
- Pam explained the details of the piece
- Admissions site has been re-done
- March 31 the student portal will be launched so students can personalize their page
- Discussion was held on FLASH piece

UMC Numbers

- Numbers are down 35 applications from last year
- Down 34 in admits
- Both Morris & Duluth are down 7 %

Reminder of President Bruininks State of the University Address today at 3:00

5) Questions for President’s Address, Mission & Core Values, Agenda for In-Service Meeting – Tom Baldwin

Questions

- Krista will send out email of questions to Department Heads
- UMC will have 2-3 questions to ask depending on who is in attendance

Mission & Core Values

Handout – on discussion

- Mission & Core Values that will be sent to BOR
- Mission
 - “The University of Minnesota, Crookston (UMC) is integral to the University’s statewide land grant mission. The college provides its unique contribution through “applied, career oriented” programs that combine theory, practice and experimentation in a technologically rich environment. UMC connects

- its teaching, research, and outreach to serve the public good.
- Core Values for UMC:
 - INTEGRITY: Practicing honesty, fairness, and respect
 - EXCELLENCE: Supporting quality teaching, research, and service
 - DIVERSITY: Respecting differences in ideas and community
 - INNOVATION: Promoting discovery through creative and critical thinking
 - LEARNER CENTERED: Promoting growth and leadership"
- Changes will be put into the next catalog if possible
- On Board of Regents April meeting if possible. May be treated as a consent item and then just approved at BOR meeting
- Ron made a motion to change the language of the Mission & Core Values, Dan seconded the motion and it was carried by a unanimous vote
- Chancellor Casey thanked Tom and the committee for their good work. It will be good to have the statements around campus for all to see

6) M Crookston Logo Update – Krista Lemos

- Moving away from using the Crookston M to the U of MN block M
- Talked with many groups and everyone is in agreement
- Next step is to have clarity and graphic pieces together
- U of MN block will be transitioned in with the Crookston M being retired at Commencement of '08

7) New Business

Pam

- Part of group looking at Best Practices for Retention on all campuses
- Classroom visits are 2nd most important factor for retention
- Discussion on classroom visits with Bill suggesting possible virtual visit to a number of classes
- Department Heads should send info to Pam on classes that could be included

8) Member Updates

Tom Baldwin – Academic & Student Affairs

- Major focus has been Compact, next challenges are Program Reviews at end of month
- Almost all programs will be reviewed

Stephanie Helgeson – Athletics

- High School tournaments tonight or tomorrow night depending on weather – run through March 13
- Over 50 applications for head baseball coach
- 5 comprehensive reviews this spring
- Host Pace Setter camp April 21
- CYBA is renting the gym March 23 & 24
- Athletic Awards April 24
- Have completed the NCAA Financial Study and the President's will be discussing the results in June at their meeting
- Jason is working on better graduation rate data for athletics, he has completed 2003-2004 and working on the rest
- NCHA MCHA Conference Call – voting in couple of weeks, Lake Forest, IL has made application
- Signing date for Basketball is April 11 – 9 women commitments
- Volleyball signing in April

Bill Peterson – Arts, Humanities and Social Sciences

- OCSI grant update
- UEA negotiations during spring break week.
- Partnering with UMD (Duluth) with the present online psychology major and also working with them on using their online psychology courses for electives

and low enrollment courses in our program proposal. Discussion on how to use partnership

- Chancellor suggested good retreat item – could look at using partnerships to address courses with low enrollment or courses offered only once a year
- Multi-U form – students can register for classes at any of the campuses

Ron Del Vecchio – Agriculture

- Very successful horse owners program in cooperation with Extension – over 100 horse owners attended
- Hosting IHSA Regional Western & Hunt Seat this weekend
- Hunt Seat just went to Rochester and Western went to University of Nebraska, Lincoln- UMC had good showing in both.
- Signed articulation agreement with Laramie County Community College and working on agreement with Black Hawk College, Kewanee, IL
- Summer Equestrian camp is dependent on summer staffing
- Pre-Vet is now only under either Animal Science or Equine Science
- Searches on for positions in Ag Business and Equine. Reviewing will start on March 15

David DeMuth – Math, Science and Technology

- UROP applications are due on Monday
- 3 UMC faculty are slated to go to China the end of May to ZJETP to teach 4 courses – Pam Elf, Jingpeng Tang, David Crawford and Pete Border
- Could be 2-3 other faculty going to Forestry University to get ready for the agreement to teach
- Telescope is almost ready – thanks to Facilities crew that has helped
- Johnny Holms concert last night – was good to see lots of student interaction

Mark Koepke - Facilities

- Prairie Room is waiting for carpet
- Student Center railings will be re-done during Spring Break and take 4 days

Pam Holsinger-Fuchs – Student Affairs and Enrollment

- March 7 will be Home School Day with 4 students attending
- March 28 – Business Activities Day, Could be 300 students on campus
- March 13 – 382 students coming for Chamber Career Day
- Contract with Demand Engine – can send out 5000 emails at one time to prospective students. Other departments are welcome to use the program also. March 7 – 8:30 to 10:30 will be training.
- Letters are being sent to parents of prospective students that are missing a piece to their applications. Parents can sometimes speed up the process
- Determination to cancel Campus Camp In will be made at noon today depending on the weather

Krista Lemos – Communication

- Amber Bailey has been hired as the E-Communication Manager. She will be housed in the ITC office space for the present. Thanks to everyone that helped in the search
- Working on 3-5 year marketing plan with Anchor Marketing will talk to prospective students asking awareness & perception questions. People on campus will also be involved – if you want to be a part of the plan, let Krista know.
- SIFE members have agreed to help with MN State Fair
- Deb Altepeter will also be contacting others to help with county fairs in Roseau, Pennington and Polk during the summer. Good move for UMC to attend the fairs

Dan Svedarsky – Natural Resources

- Total of 200 Elementary students at the Natural History area for winter survival outing.
- Micah Meyer won Fedeler scholarship last week at the Minnesota Chapter of The Wildlife Society last week. This pays for a 1-year member in The Wildlife Society and is a state-wide award.

- Dan Pazdernick – was a recipient of the Soil and Water Conservation award from the Minnesota Chapter of the Soil and Water Conservation Society and includes a \$ 500 cash stipend as well.
- Course work for criminal justice went through Faculty Assembly so UMC can start offering courses leading to a B.S. degree offering through BSU but students would be on the UMC campus except the 12-credit internship. MOU needs to be developed between UMC & Bemidji on this.
- Info booth on the UMC Water Resource Management program will be featured at International Water Institute at the Alerus Center next week.
- Admissions Search Committee is meeting today
- Will be helping with Career Day the morning of the 13th
- Thanks to Danelle Johnson, TC area recruiter. She made contact with Western Wisconsin Technical College in Lacrosse, WI and they want to develop an articulation agreement with our Environmental Landscaping Program. Could be feeder system for UMC program.
- RYLA camp is incorporating some opportunities for UMC faculty/staff to make comments about career areas. Could be a recruiting soft sell for UMC.
- An Urban Forestry track in Horticulture is being worked on by Sue Jacobson and Rob Golembiewski.
- White Earth Community College wishes to do an articulation agreement in Environmental Science. First transfer student coming from that program this fall.
- The whole area of Biofuels and the environment is a key area for UMC to be actively engaged in with other partners.

Corby Kemmer - Development

- March 6 & 22 are alumni socials
- March 13, 14 & 15 will be at the McNamara Center for meetings
- March 28 – Legislative Day
- NWS Reunion planning has begun – held the last weekend in June
- Earl Strinden – Corby's mentor has agreed to speak at UMC –date will be decided later
- April 28 is TeamBackers Fun Night
- New publication called ALMOST ALUMNI will be given during the week of commencement to all May graduates. This will give brand new alumni information on UMC, being an alum, ways to give back and stay involved etc.
- Combined Torch & Aggie Publication will be out soon

Chancellor Charles Casey

- Support U Day is March 28 - working on getting 20-25 students to go to the capital for Legislative Day
- Convocation – almost 40 students with a 4.0 GPA. What can be done to get more faculty and students to attend? Recognizing accomplishments is important. Any suggestions?
- Met with representatives of city & school district on hockey facility. They are interested in gym space. Will continue to meet to pursue wellness/community center. If an ice arena/recreation center is put up by the community it will impact UMC
- 2007-2008 budget needs to be in tomorrow. Made very few adjustments to the budget. No major changes can be made until legislature makes a decision
- Jodi Steiner met with school superintendents on College in the High School and they would like more courses offered in the high schools. It could help students attend Crookston high school
- Meeting on AHEC proposal last week. Looking for members for the National Search for a Director. Director will be hired before board is put together. Chuck may be the chair of the committee
- Per Pam it was recommended that all student fees were approved. Student fees will go up from \$183 last year to \$186.50 next year.

Respectfully submitted by Barbara Ricord