



**UMC Executive Committee  
Minutes  
April 19, 2007**



Present: Stephanie Helgeson, Mark Koepke, Pam Holsinger-Fuchs, Corby Kemmer, Chancellor Charles Casey, Eric Johnston-Ortiz, Bill Peterson, Sue Brorson, Tom Baldwin, David DeMuth, Dan Svedarsky, Krista Lemos

Guests: Jeff Sperling, Gary Willhite, Kristie Jacobsen, Tom Feiro

In these minutes: Updating Security Measures, Old Business, Facilities Update, Enterprise System Project, Tuition Banding, Retreat Planning, Putting Course, Facilities Planning Visit

**Updating Security Measures – Jeff, Gary, Tom & Kristie**

Handout – email from 2002

Chancellor Casey talked about reason for change from Operational Continuity to Security because of recent tragedies at Virginia Tech and Bomb Threats at U of MN

Tom

- General Security measure in place
- Need for security information to be visible to campus
- Binders on Emergency Operational Plan in all departments – Tom asked those without one to let him know
- Could be put on web with restricted access
- Redundant notification is necessary so everyone on campus is informed
- Tone Alert Radios supplied by Central Security will be installed on campus. Information needs to get out quickly. UMC needs to determine how many and where they will be positioned
- Links to websites for desktop emergency information could be another resource

Jeff

- Notification needs to get out quickly to campus in emergency
- Twin Cities is looking at how to broadcast messages and what type of messages with mobile faculty, staff and students
- Pursuing information with Steve Cawley and Central Security
- Security cameras are in various locations around campus
- Alerts could be tied into new phone system in future

Gary & Kristie

- Important to continue good relationship with local police & sheriff dept
- Security position on campus is only 40 hrs per week so not always available
- Possibly using staff available even if not their usual position
- One office on campus should be clearing house for information gathered on campus about unusual behavior of students
- Security cameras have been added to residential housing with remote monitoring and keyless access is being looked at for better control
- Specific plan of action should be defined
- Alerts should be tied into cell phones as many students faculty/staff have them

Mark

- Security system for Children's Center can be remotely monitored
- Video security system has been installed in Business Office and should be coming for McCall and some Academic spaces
- All systems need to be compatible

Questions were asked about locations on campus such as the Sports Center with no security and faculty needing to know correct responses in times of crisis. Mark added that the Sports Center, UTOC and parking lots are a priority for security updates. Tom Baldwin

added that training for faculty could be part of in-service. 911 was decided to be the best response number for emergencies and they would in turn alert UMC

A group will be put together to work on immediate and longer range plans for emergency/crisis responses. Eric Johnston-Ortiz will lead the group (Emergency Response Committee) with members consisting of Tom Feiro, Jeff Sperling, Gary Willhite, Mark Koepke, Pam Holsinger-Fuchs, David DeMuth, Krista Lemos and possibly Alvin Killough and David Seyfried. They will work with Chancellor Casey for immediate action and come back to Exec Meeting in two weeks with information.

Chancellor Casey added that things already done on campus to increase security should not be forgotten. Security has always been a priority.

Thanks to Jeff, Tom, Gary & Kristie for coming today.

### **Old Business**

None

### **Facilities Update – Mark Koepke**

Handout – UMC Project Status as of 4/5/07

- Explained the status of various projects
- Some additional misc. smaller projects
- Final HEAPR 2008 list needs to be in by Friday morning
- Discussions & questions about 08 HEAPR funds
- Different funds needed/used for different projects – HEAPR generally funds repair of what is in place already

Chancellor Casey added that campus needs to do a better job of getting info out about projects. Projects completed should be highlighted at the end of summer

### **Enterprise System Project – Eric Johnston-Ortiz**

- Met yesterday on project organization design. The organization design needs to be completed by December of 2007
- Meeting next month will go through entire process
- Time & effort should not be high concern for UMC. Process should be easily handled and flow well.
- Eric will send handout to Department Heads

### **Tuition Banding – Chancellor Casey**

- During Regents meeting, Peter Zetterberg said he was working with Duluth and they are moving to banding
- Peter proposed tuition banding over 13 1/2 credits. Students with 15-16 credits will save money. Half time students may pay up to 20% more
- Legislature will provide money to support banding
- Banding was talked about in Chancellor's Cabinet and it was decided to wait until fall of 2008 for UMC
- Will cost UMC approximately \$60,000 to change to banding
- Process will begin next fall
- Questions and discussion on banding and multi U registration

### **Retreat Planning – Sue Brorson**

Handout – Tentative Agenda

- Committee is Sue, Ron, Stephanie, Corby, Chancellor Casey and Mark Huglen
- Theme is Building Relationships
- Sue explained agenda and meaning of how relationships fit into all
- Time and priorities is an important issue for agenda and will help to determine how much will be added

- Some discussion on internal relationships and campus climate. Need for campus to be positive is important
- Agenda will be completed in a couple of weeks.
- Additional people may be invited to retreat such as the new Admissions Director, the International Director and Jeff Sperling

### **Putting Course – Tom Baldwin**

- Proposal for 18 hole natural grass putting green has been submitted by Rob Golembiewski
- Would be great recruiting tool, research space for Rob and development space for Horticulture
- The proposal has been sent to the Twin Cities for review. No site has been determined yet
- Rob has been creative and energetic and will work during the summer on the course if approved
- Funding sources are being developed if approved. Must be financially sustainable
- Great recruiting tool, outreach for the community
- No decision has been made so far. All aspects are being considered

### **Facilities Planning Visit – Chancellor Casey**

Handout – Tentative Schedule

- May 8 – Kathleen O'Brien, Robert Kvavik, Lincoln Kallsen and Orlyn Miller are scheduled to visit UMC and talk about various projects
- Chancellor Casey went over schedule. During tour, department heads could meet with the group touring through their area

### **Chancellor Casey Updates**

- Student Awards tonight at 7:00
- Next Tuesday – Athletic Awards
- Reminder about Performance Evaluations and Merit Pay
- Torch & Shield will be held Tuesday October 23, 2007
- Criteria for nominations will be sent out to committee and nominations should be in by July 1
- Good meeting yesterday with All College Advisory Council – 4 new members attended with the other 2 not being able to make the meeting
- Tomorrow will be attending Chancellor Johnson's inauguration in Morris
- Will be in the Twin Cities on Monday
- Delegation of Authority will be Dr. Baldwin

### **Shortened Member Updates**

Stephanie

- MCHA voted to limit membership to Div III schools. UMC will have a 2 yr transition and will be done after 08/09 academic year
- UMC will not drop hockey but will work on an independent schedule

Corby

- \$50,000 in 50 days program has raised \$28,000 as of yesterday. Cutoff date is May 10

Dan

- Next Tuesday, 6 undergrad students will be presenting in Youngquist Auditorium on what they are working on

Respectfully submitted by Barbara Ricord