



**UMC Executive Committee
Minutes
October 2, 2008**

Present: Tim Norton, Andrew Svec, Michelle Christopherson, Les Johnson, Amber Evans-Dailey (via phone hookup), Corby Kemmer, Chancellor Casey, Tom Baldwin, Tricia Sanders, Stephanie Helgeson, Jeff Sperling, Sue Brorson, Bill Peterson, Jack Geller, Ron Del Vecchio

Guest(s): Jeff Sinks

In these minutes: Old Business, New Business, Telephone Status Update, Americans with Disabilities Training Opportunities, Legislative Requests 2009-2011, Administrative Retreat Follow-up, Member Updates

Old Business – None

New Business - None

Telephone Status Update – Jeff Sinks

- System, largely up
- Call Manager – incoming/outgoing Caller ID relocation to maintain power – calls can go through TC, reliability is increased because of this option
- Unfinished – e911 not up, contract issues – are complete
- Long distance issues, Qwest is getting contract issues resolved
- Analog phones, not enough power in certain areas to allow for them to always ring. Vendor will be replacing them. Some areas affected are Regional Extension, NWROC & Stables area
- Old phones are not on the agenda for pick-up at this time

Americans with Disabilities Training Opportunities – Les Johnson

- Discussions with Mary Harris, UM TC regarding setting up trainings for UMC Department Heads who may have employees who have been away from the job because of injury/illness and may need work place accommodations made upon returning to their job and differences in expectations of employees, faculty and staff
- Tim Norton is interested in afternoon trainings
- Trainings will be scheduled in November

ATOD Activities Update Tom for Peter

- No update available to be added to next meetings agenda

Legislative Requests 2009-2011 (Power Point Presentation)

Handout *2010 – 2011 Biennial Budget Request*, President Robert H. Bruininks, 09/12/08

- Confirmed the U's progress in education, research and response to critical issues
- State the importance on investing in Minnesota's future
- Importance on supporting education, research and outreach
- Importance of investing in our Faculty and Staff
- Importance of investing and attracting talented students

Handout *Senate Committee on Finance and Planning Meeting Minutes*, UM TC 09/09/08

(In these minutes: (1) Biennial Budget request; (2) facilities condition assessment; (3) update on the Washington Avenue Bridge; (4) problems with the Enterprise Financial System) (open attachment)



08-09-23 SCFP.doc

- October 24 Visit – Karen Himle, VP University Relations,- UMC's Legislative Strategy Discussion

Administrative Retreat Follow-up – Michelle Christopherson (Power Point Presentation)

UMC Summer Retreat Follow-up
• The Agenda - FY09 work agreements
• Next steps to increase the probability of success: Accountability – maintaining positive pressure on the agenda

Accountability Team: Michelle Christopherson, Kim Gillette, Bill Peterson, Jack Geller & Peter Phaiah Update to follow-up and check on progress of strategic group's plans and projects that were discussed during the Executive Committee retreat. (open attachment)

Member Updates

Tom Baldwin – Academic and Student Affairs

- UROPS – Due Yesterday, Oct 1, still waiting for a few, should have all 7:12's in
- Class Schedules for spring are set for the most part
- Grant Writing Workshop October 10

Bill Peterson – Math, Science and Technology

- Thursday, February 5 - Quality Fair - UM Office of Service and Continuous Improvement, McNamara Center, Mpls
- Friday, September 26 - 2 people from the U of M Health Care Center visited UMC to meet with faculty and students.
- Tuesday, October 14 - UMC faculty and Students will be attending Health Center Fair in Mpls with faculty having lunch with various medical school Deans and students with U of M students in their area of interest. We are exploring the possibility of a science faculty workshop in Mpls in May, meeting with various medical school faculty.

Corby Kemmer – Development

- Special thanks to development & alumni relations staff, U-relations staff, Dining services, Tom Sondreal, George French and the U of M, Crookston choir, Athletics and Dr. Casey and Barbara Muesing, who made the 2008 Homecoming one of the most successful in years!
- *Teambacker update (to date) more than 185 members and over \$95,000 in total raised.*
- Thank you to Bill Peterson for allowing me to speak on development & fundraising at his dept. meeting Thursday morning.
- Spoke to student callers giving them in-depth background on the U of M, Crookston on Sunday, Sept. 21 at the U of M, Foundation Call Center
- Attended the Chief Development Officer (CDO) workshop on Monday, Sept. 22nd at the McNamara Center in Minneapolis
- Wednesday, October 29th...Torch & Shield Award Banquet
- Faculty & Staff Fund Drive raps up Friday, October 3rd, 2008. This was the first fac/staff fund drive in six years. To date, more than 25% of faculty/staff have participated and generated \$10,000 which will be matched dollar-for-dollar for \$20,000 + to support academic scholarships for our students.

Andrew Svec – Communications

- Wednesday, October 15th, 11:30 a.m. New Resident Hall Groundbreaking near Brink Hall
- Tuesday, October 21st, Election Forum
- Attended Community meeting to Welcome People to Crookston
- Torch Alumni mailing will be updated and printed in October, upon Elizabeth Tollefson's return, it will be mailed to all newly admitted student's families.
- Phone directories will be going to print in the next few days

Amber Evans-Dailey – Admissions & Enrollment

- stated via telephone hookup that she was at National College Fair in the TC – Back tomorrow
- things were moving along with recruiters out on the road and telemarketing efforts continuing

Jack Geller – Arts, Humanities & Social Sciences

- Criminal Justice Program currently seeking certification through the Minnesota Peace Officers Standards and Training (POST) board
- Sharon Neet presented a paper at a Regional History Conference at Brandon University, Brandon, Manitoba, Canada
- Alvin Killough submitted a proposal to establish a Movie Symposium on campus to highlight discussions revolving around race, ethnicity and multi-culturism

- o Marsha Odom and Soo-Yin Lim-Thompson went to the Red Lake Nation on October 3 to meet with Brent Gish, superintendent of schools, to discuss issues regarding early childhood education on the reservation

Ron Del Vecchio – Agriculture

- o Friday, December 5th - Ag Activities Day preparation are underway for that event.
- o The Department has three faculty who are either retired or phasing out, Marv Mattson, Chuck Habstritt & Bobby Holder and filling their teaching responsibilities has been challenging.
- o The Equestrian teams were on the road last weekend and scored very high in competitions (high point and reserve high point). They are back on the road this weekend for another competition
- o Saturday and Sunday, October 25 & 26 – UMC Equestrian team's first Home Show of the year
- o Working with Amber Evans Daily with regard to recruiting - ADawn Melbye will attend the National FFA Convention with Amber Evans-Dailey
- o Monday and Tuesday, November 3rd and 4th – Land O Lakes recruitment on campus
- o Minors within the Ag Dept Programs have been established and approved by the department and will now go to curriculum committee next week.
- o Everyone in the Ag dept is pleased with the office facelift recently completed and celebrated with a well attended open house

Sue Brorson - Business

- o Discontinuing Bachelor of Manufacturing Management Metro classes starting F2009, all classes are available online.
- o Meeting with St Cloud Tech, Friday, October 3rd re: articulations, Manufacturing Management & HRI

Tim Norton – Facilities & Operations

- o Two floors in Dowell are wrapping up
- o Retaining wall Athletic Complex – are completed
- o Wednesday, October 15th, Residential Hall ground breaking

Michelle Christopherson – Center for Adult Learning

- o I.D.E.A. Competition kicked off Monday, September 15th.
IDEA (which stands for Ingenuity Drives Entrepreneur Acceleration) is a project of Ingenuity Frontier, a collaboration of partners joined by a common purpose – to grow the economy of [Northwest Minnesota](#) by outfitting the next generation of homegrown innovators for success in the global marketplace.
www.ideacompetition.org
- o Extreme Entrepreneurship tour
The Extreme Entrepreneurship Tour(EET) brings the country's [top young entrepreneurs](#) to college campuses to spread the entrepreneurial mindset. Started in fall 2006, the tour has visited over 50 schools nation-wide and has received the Innovation Award from the National Association of Development Organizations and the Program of the Year award from Northern Michigan University. <http://www.journeypage.com/events/Northland>
- o Elearning.com web peer advertising recurring contract; launched Oct. 1 w/new EFS processing
- o Corporate visits; online degrees: Medtronic, 3M, CentraCare, Arctic Cat; Altru
Articulation partnership relationship building: HTC, Anoka, Alexandria Technical College, Northland CC
- o Thursday, November 6th - College in the High School Workshop
More information forthcoming from Jodi Steiner, College in the High School Coordinator
- o College in the High School recruitment activities
Workstudy hire; Admissions collaboration; new post card reminding them of their U of M, Crookston enrollment and credits from a branded institution; post cards also preview H.S. Admissions Counselor visits

Jeff Sperling – Technology Support Services

- o HP Tablet PC initiative: HP informed me last week that there was a manufacturing delay for the Tablet PC's due to a supply of LCD/Display cables.
- o Faculty/Staff notebooks: we continue to issue new HP notebooks to faculty and staff. With the Tablet initiative having 35 participants this is a good portion of faculty waiting for new computers.
- o Phase out of user@umcrookston.edu email: with our move to UofM Active Directory (umn.edu domain) we will slowly phase out servers and services hosted at the "umcrookston.edu" domain and migrate all services to the UofM domain. Computing Services started to log email activity received locally at "umcrookston.edu" where we have also started to notify customers who receive email addressed to user@umcrookston.edu, requesting that they update their email address information with those contacts. It is recommended to have those changed to user@umn.edu or some other preferred address.

Les Johnson – Human Resources

- Thursday, October 9th Employee Benefits Representative will be on campus to meet faculty and staff
- Negotiations will start to renew negotiated agreements are coming up for AFSCME, Teamsters and UEA
- November – will be open enrollment for employee benefits

Tricia Sanders – Business Office

- Wednesday, October 8th have training on reporting
- Signed forms for purchasing code of ethics

Stephanie Helgeson - Athletics

- Homecoming – went very well
- Monday, October 6, Arena Meeting
- Volleyball Tourney- October 30-Nov 1
- Wellness Proposal

Chancellor Casey

- Impressed with Homecoming events
 - Sargeant Student Center naming
 - Parade
 - Football game
- Enrollment Information – not permitted to release it yet
 - 30 ESL
 - new freshman up
 - students of color increased
 - transfer student enrollment down
- Wednesday, October 29th - PIAC and Advisory Committees will be meeting
- Wednesday, October 29th – Torch and Shield
- Could use some new members for the All Campus Advisory Committee
- Thursday & Friday, October 16th & 17th BOR Meeting – Casey and Baldwin will be attending
- May need to reschedule Executive Committee Meeting for a different time
- October 21st VP Kvavik, Student Services Bldg - visit
- October 24th Karen Himle, University Relations - visit

Respectfully submitted by Deborah Chandler