



**UMC Executive Committee  
Minutes  
April 17, 2008**

Present: Tom Baldwin, Corby Kemmer, Chancellor Charles Casey, Eric Johnston-Ortiz, Dan Svedarsky, Ron Del Vecchio, Peter Phaiah, Deb Zak, Sue Brorson, Tim Norton

Guests: Andrew Furco, Mary Kay Delvo

In these minutes: Old Business, New Business, Empty Holster Peaceful Protest, University Budget Update, Capital Request, Exec Retreat Agenda, Member Updates

Chancellor Casey welcomed Andy Furco, Associate Vice President for Public Engagement on the Twin Cities Campus.

- Public Engagement is a priority of President Bruininks and an ongoing initiative at the U.
- Andy is committed to advancing PE across the U
- PE doesn't run programs but facilitates programs
- 200 units across the University that work on PE
- Looking to hear from all campuses as to what their priorities are
- Thanks for the opportunity
- Description of public and civic engagement – Public Engagement is the broad umbrella that encompasses lots of terms including civic engagement
- No one way to do engagement – each campus uses its own terms
- Promoting symposia to debate terms
- There was some discussion and comments on receiving credit for PE
- Andy is putting together a 10 point plan – starting with accountability and assessment, planning for students and the marketing and visibility of programs and successes
- 80% of campuses have a component of Public Engagement
- UMC faculty are very involved
- Want PE to be embedded in overarching goals of University
- Chancellor Casey thanked Dr. Furco for attending

Corby welcomed and introduced Mary Kay Delvo – from the University of MN Alumni Association.

- Mary Kay works with the Alumni Association on Advocacy on the TC Campus
- Alumni at present has only been reaching alumni already engaged
- Tour of the state is reaching a larger number of people and helping people to understand the impact of the U and the positive connection to the U
- Visited 35 communities so far this year and hope to do more next year
- Starting with Rotary and Kiwanis because they already have meetings scheduled. Have been bringing along faculty members to meetings as they have connections to community. Paul Aakre came to EGF yesterday and David DeMuth is coming later to Moorhead
- Alumni organization is sponsoring the tour and connecting the U to the state and the impact of alumni – physicians, dentists etc.
- Chancellor Casey thanked Mary Kay for attending

**Old Business – Chancellor Casey**

- Reminder to get Performance Reviews completed
- P & A Employee 3.25% request by end of April
- Zero based budgeting has been the source of discussions and how many units it affects
- Working with 5 Dept heads and budgets – haven't done this for a long time but will help to learn more about zero based budgeting
- Won't work with other units this year
- Departments don't have to spend down their money as there will be no sweeps done

### **Residence Hall – Chancellor Casey**

- Continuing to discuss with Robert Jones who is meeting with Richard Pfutzenreuter, Orlyn Miller and Lincoln Kallsen tomorrow
- Right now Residence Hall capacity is at 98% and 30 students were let out of their contracts this spring– there are 240 returning students in Spring – information faxed to those meeting tomorrow
- New residence hall and opportunity to live on campus is a good viable option for students
- 538 students are registered – 1 yr ago 457 which is almost an 18% increase – new students have not registered yet
- Higher retention for students living on campus
- Looking for new residence hall for fall of 2009 if approved
- Positive trend for UMC

CSA proposed a resolution for a UMC Sustainability committee

- David DeMuth will be the campus rep
- There will also be a student rep
- Committee will begin in the fall

Visitors on Campus

- April 28 – Lance Ross will be on campus for the installation of Tone Alert Radio's and the Building Emergency planning
- May 16 – Orlyn Miller and Gary Summerfield to start campus discussions on Master Plan
- May 30 – Kathy O'Brien will also be on campus

Possible Retirement Incentive

- Retirement Incentive will go before BOR in May for their approval
- Information was sent out this week – if someone is thinking of retiring they should be informed
- Criteria and incentives are being worked on
- Could be funded centrally and would be more successful that way rather than through departments
- 5 years ago there was about a 6% response to the retirement incentive

### **Empty Holster Protest – Chancellor Casey**

Handout from Peter

- Empty Holster protest will be week of April 21
- Some faculty have not heard about protest so important for faculty/staff to get information
- Peter is sending handout to all faculty/staff today and suggest some hard copies available also
- Police surveillance will not be increased for the week, but will be available for any problems
- Facilities, Residential Life and Dining Services will all be alert to any incidents
- Meeting with parents of one student involved on Sunday evening
- Working to be pro-active without stressing campus community

### **Capital Request – Chancellor Casey**

Handout – 2008 Capital Request

- Went over request and vetoes
- Classroom improvements were vetoed
- President Bruininks is very excited about Bio-Medical Sciences building proposal that has been worked on for 3 years – it will involve 5 new buildings on the TC campus
- Asked for \$100 million in HEAPR money but will receive \$35 million – will affect UMC some
- Eric & Tim have been asked to put together needs for UMC campus
- Retreat topic will be Financing the Future – Strategies for UMC to put in place to generate or add money – Dr. Geller has put in for a \$300,000 a yr grant that will have matching money from UMC – good way to generate revenue

### **University Budget – Chancellor Casey**

- At this point not sure what will happen with budget – other than speculation
- Governor recommended \$27million to University system and \$27million to MNSCU
- House and Senate may be talking an \$8 - \$10 million reduction

- With a \$10 million reduction – there would be no tuition increase above the already set increase
- If more than \$10 million reduction – there would be a 1% tuition increase
- Tuition increases would go no higher than 2%
- To make up the difference UMC would have to fund more compensation increases – last year it was 30%
- President is not supportive of a wage freeze – will move forward with 3.25% increase
- Indication of amounts could go to May 19 when Legislature ends – or it could be sooner
- All info for Enterprise Financial System needs to be in by end of May to transfer from CUFFS to EFS
- Working on phone system cost – UMC will be funding
- Central is working their way through budgets and will keep UMC informed

### **Exec Retreat Agenda – Chancellor Casey**

- Peter is taking the lead on Wednesdays item – Retention and Graduation Strategies
- Meeting Friday to work on agenda
- Invited Scott Martins and Matt Larson from T.C. to come to retreat – for Benchmarks and Performance Measures
- Matt worked with Duluth on grad planner – they are U of MN resources UMC can use
- Bob Nelson has been asked to be available – along with Amber Evans-Dailey, Kim Gillette, Sara Kaiser, Michelle Christopherson and the newly elected FCC (when elected) chair, VC and outgoing chair

### **Member Updates**

#### *Tom Baldwin – Academic & Student Affairs*

- Went to HLC with Sue & Ron – lots of good sessions

#### *Corby Kemmer - Development*

- One week from today is Bill Tyrrell's Walk-a-Thon – last yr raised over \$10,000 – goal this year is \$15,000
- Friday, April 25 is TeamBackers fun night
- NWEIA Spring Board Meeting is April 29
- NWSA Board Meeting was Monday night and signed contribution for Business Dept Board Room
- UMC Alumni Bd is meeting tonight
- June 27 & 28 is NWSA reunion on campus

#### *Peter Phaiah – Student Affairs and Enrollment Management*

- First new student registration day is tomorrow – with 30 attending
- May 8 & 9 will have larger numbers
- 10:30 – 12:00 today is the poster session for Public Engagement Day in Bede
- 12:05 Chancellor will give welcome and introduce Andy Furco who will give a presentation
- Proposal by CSA and DTS for recycle program to be taken into the classrooms – everywhere there is a trash can
- It was commented that food/drink is not to be taken into classrooms
- Tim & Peter will look into policy and bring recommendations back to group
- BSA (April 21) and SIFE (April 22) will be having year end student award events – Krista and Peter have been working with the groups

#### *Sue Brorson – Business Dept*

- Today SIFE and Bus Dept will have several posters for Public Engagement Day
- HLC was interesting – lots of sessions and some very good – still looking at UMC to have an Institutional Research position
- Update on Bus Board Room – contribution from NWSA – thanks to Corby and Chuck
- Hopefully Entrepreneurship full professor position has been hired
- 2nd applicant for Marketing position will be on campus April 28 – presentation will be at 1:00 in Kiehle 116 – please attend

#### *Ron Del Vecchio – Agriculture Dept*

- Dr. Maiga is the 2008 recipient of NACTA teaching fellow award – there will be a ceremony at Utah State in June

- HLC – about 24-25 sessions attended by Sue, Tom or Ron. Good session on AQUIP – lots to get started on and then just updating. Talking to others that use AQUIP – good decision and better than having accreditation every 10 yrs – UMC should consider
- Institutional Animal Use Care & Inspection went well
- Numbers are looking good
- Tours for tots has one more session – usually has 750-1000 tots going through all sessions
- Educational Horse Show April 26
- Rodeo Association Barrel Bash – April 27
- Animal Science and Soil Science positions are still being worked on – Terrill Bradford is a candidate for the Animal Science position

*Eric Johnston-Ortiz – Finance and University Services*

- UMC has received permission to talk with Sodexo about a transition plan to have in place. Lots of work to be done before July 1
- EFS project going well – training modules have been assigned – there may still be one or 2 on campus that need training
- Lance Ross will be on campus April 28 for Tone Alert Radios and Building Emergency Plans – will communicate with BEP group by Aug 1 for training

*Tim Norton – Facilities and Operations*

- Working with Eric and Michael Burns on HEAPR project list - \$750,000
- Received authorization to reorganize Facilities and Operations – will be 2 shifts for custodial and maintenance – 7 a.m. – 12 midnight
- Received low bid for Biology Lab and it was higher than expected so will look at deductions and possible elimination of items

*Deb Zak – MN Extension*

- Finished interviewing for Community Resource position – extended deadline for Family Management position
- MN Rural Health – Mapping for retirement – meeting again tonight – lots of community representation
- Working with White Earth Reservation for summer classes – have over 85 students wanting to be in program. June 16 & 17 students will be staying on campus
- Today Extension will have 7 posters for Public Engagement – great day to showcase all partners

*Dan Svedarsky – Natural Resources*

- New club on campus for Criminal Justice
- Friday April 4th was in TC for ceremony for the John Tate award and Chuck Habstritt was a recipient
- President Bruininks appointed Dan to be on the K-12 Science Ed Task Force – good opportunities to find out front line challenges
- Lots of students will be registering tomorrow

*Bill Peterson – Arts, Humanities and Social Science Dept*

- Transition going smoothly – Dr. Geller will be moving Dept to a higher level
- Criminal Justice Program has been sent to the TC
- Billie Walstrom requested putting applied studies online
- Last week at student award ceremony – Kevin Thompson and Sonia Spaeth were awarded faculty awards
- RFP for computer laptops went out and recommendation should be made in May
- OSCI has program on Transitional Leadership for a week in May, July and Sept. Anyone interested can contact Bill

*Chancellor Casey*

- Working with new dining service vendor
- Coke is the beverage vendor
- Will start to look at alternative day for Exec Meetings as Thursday isn't proving to work best
- Working on final policy for Smoke & Tobacco free campus. Want the policy to be straight forward and uncomplicated – decision needs to be made by end of semester

Respectfully submitted by Barbara Ricord