

**UMC Executive Committee
Minutes
August 21, 2008**

Present: Chancellor Casey, Corby Kemmer, Stephanie Helgeson, Andrew Svec, Tom Baldwin, Jack Geller, Tim Norton, Peter Phaiyah, Deb Zak, Amber Evans-Dailey, Jeff Sperling, Sue Brorson, Bill Peterson, Michelle Christopherson, Ron Del Vecchio, Dan Svedarsky

Guest(s):

In these minutes: Old Business, New Business, Capital Campaign, Extreme Entrepreneurship Tour, Digital Campus, Update on RFP for New Residence Hall, Retreat Updates, St Cloud State Inauguration, Member Updates

Capital Campaign – Corby Kemmer

- Securing private funding is critical for the U of M to be one of the top 3 public research University's
- Campaign will run for Approx 7 yrs - Public launch will be late in 2009
- Chancellor & Corby will be working on establishing budgets etc., talking to key stakeholders and looking at volunteer structure
- Last capital campaign was 1996-2003 – goal of UMC was 5 million – raised 7 million. Goal will be higher this time
- Would like feedback from everyone on top 4-5 initiative list – and cost of initiatives - Talk to Corby with ideas or questions
- Discussion was held on initiatives – Dr. Baldwin suggested encouraging development of legacy type donations – former NWSA alumni – in the long run can raise money
- Others were a wellness center – endowing chairs, additions to UTOC center – facility for general livestock and equine – land for plots and soil & grazing work could go across departments - Wellness center – student services bldg – Tom - Rural Ag center - Dr Kagan will come to campus and possibly help along the lines of entrepreneurship
- Some discussion was held on donations and programs – take stock of what we have
- No endowed chairs on campus at present
- Bob Kvavik – will be on campus Oct 21 – talking about what is on capital plan for UMC
- Would be good to put some case statements together and visit with Bob K and have him advise UMC has a place holder on 2012 capital plan – campus will be responsible 1/3 of funds
- UMC campaign will be launched at the end of the month – “Donate in 08” – dollars for academic scholarships will be matched - Looking at 100% participation from UMC – there will be other categories for the campaign – but funds will not be matched. Trying to find a few scholarships
- if you have names of potential donors, businesses or corporations – give to Corby Challenging – but fun – lots of work to do for it
- Chancellor & Corby will be traveling more talking to donors
- Question on sharing some talking points on UMC – Corby will be make them available
- Corby has talked to donor trying to resurrect small town of Winger and how UMC could work with his plan and how he could work with UMC – any ideas let Corby know – such as internships etc. sustainability opportunities. Donor would like to meet Dr. Kagan
- President and CEO of the Foundation Jerry Fischer is retiring and L. Steven Goldstein was named as new Pres & CEO- Jerry will stay on as VP for awhile

Extreme Entrepreneurship Tour – Michelle Christopherson

Handout: Extreme Entrepreneurship Tour – Speaker Bios

- The EET tour will be at NCTC in Thief River Falls on Oct 6 at 10:00 a.m.

- For faculty, students, staff – to generate leadership opportunities – would like to generate an activity from UMC – link is www.extremetour.org
- Good collaboration for UMC

Digital Campus – Michelle Christopherson

- Soft launch is Sept 15th
- Umbrella to deliver online courses – UMC will be listed in the info
- Customer relationship management hasn't been defined yet – registrations already in for fall but should escalate admission applications for Jan
- *****Chancellor asked Michelle to provide demonstration of portal at next Exec Meeting – she will present for faculty/staff anytime requested
- Michelle added that myU Portal is what is used – UMC is the only U of M campus with online degrees
- Discussion on UMC offering Masters Degrees – infusion of new faculty – online degrees – opportunity for UMC to stay ahead of curve – we have capability to do it
- There is the opportunity for UMC to work with other campuses on master's degrees
- Chancellor Casey added that at President's Retreat in July Pres. stressed having a common place to enter U of M – coordinate in better way – it is being worked on by the TC

New Residence Hall RFP Update – Tim Norton

- A walkthrough of existing Centennial was done on Aug 6. Deadline for responses due Aug 16 – UMC received 6 responses
- Selection committee – Tim, Peter, Gary, Tricia, Brian and a student. They met and looked at submittals along with Gary Summerfield and Chip Foster – selected 2 of the 6
- Today contractors will be in for interviews - hope to officially recommend by next Monday and add to Sept BOR Meeting
- Contractors are Wise and Community
- Several categories looked at - Construction, staff, level of detail etc.
- Target was \$8.9 million for construction - Timeline – goal is to break ground this fall with completion July 17, 2009 (Community July 1)
- Today will ask clarification questions
- Chancellor Casey said it has been talked about for several months – once got go ahead to go ahead good progress has been made
- The bids allow some flexibility for sustainability enhancements and because proposal is self funded with 95% occupancy (per Gary Willhite) so would be beneficial if contract comes in under budget
- Only \$10.5 million in UMC funds – will be on Sept 11 & 12 BOR meeting
- Tom said to figure about 10% of cost for furniture
- Peter added that there will be a Project Mgmt Company assigned to construction also
- Chancellor Casey said that Tim's knowledge of TC people has been helping move project along

Retreat Updates – Chancellor Casey

Handout – Scott Martens

- Chancellor Casey talked about keeping initiatives from the Retreat moving forward – don't let them fall off agenda
- Lots of good work going on – and necessary to document plan and set benchmarks and metrics
- Handout by Scott Martens can be looked at as model
- Timelines – enrollment – increasing transfers and retention – report at Sept Meeting
- Grants – Jack is scheduling workshops on campus
- Looking for group of people(3-5) to work on follow-up to track what has been done – for future and where we are going – Peter, Bill and Jack volunteered, Michelle will lead the group
- Welcome to new faculty staff – easy to look at – a few things left to do
- Establishing open hour – already scheduled
- Academic advising area needs to be strengthened
- Diversity –needs to be worked on, Dr. Barcelo will be on campus this fall
- Gen Ed info was reported on last week
- Enrollment – has some background – where we are , where we want to be – good area for model
- Transfer students is very competitive area work needs to be done
- Fundraising – easy to measure

- Energy – Tim is working on
- Number of items to have follow up on – in a year could have something to drive retreat or compact request – there are a number of ways to use info
- Will continue to bring updates to Exec Meetings
- Questions asked about moving to implementation and where the model housed in institution – for ongoing work
- Leadership comes from supervisors and measures should be used for performance evaluations
- Questions on retreat handout and exceptional students
- Chancellor added that the Handout is a suggestion – not necessarily the model – consistency across the areas is important

St Cloud State Inauguration 9/19/08 – Chancellor Casey

- President Kelley of UND is being inaugurated on Fri Sept 12 – Sue Brorson will represent
- St Cloud State University is inaugurating Pres Potter on Sept 19. Chancellor will be gone – anyone graduated from SCSU? – Should have a representative if possible – will continue to talk about it - form needs to be in by Sept 5

Chancellor Casey – leadership needs to make things happen – there may have been a communication breakdown for new faculty/staff orientation – not many staff there – both faculty & staff were invited

Member Updates

Dan Svedarsky – Natural Resources

- Various classes covered
- Scramble on for Rob's position

Stephanie Helgeson - Athletics

- UMC Athletics was accepted for NCAA life skills – Natasha will be going through training
- Matt Erzar was hired as Intramural Director and Assistant Baseball Coach
- Scott Sorenson hired as Asst Men's Basketball coach & Asst Women's Softball coach - new basketball coach – starts today
- NFL Youth football – starts Sept 7 – lots of success last yr
- Was on NSIC conf call – increase in scholarships for football – only conference that has limit of 24
- Chancellor Casey has NSIC Board Meeting on Sept 15th.
- Widseth awards are Sat Sept 6 - 9 am Brown Dining Room – great recognition

Andrew Svec - Communications

- Working with Steph – KROX will continue to broadcast UMC Athletics
- State fair – UMC represented on Sat Aug 23 & 24 – Andrew, Corby, Cavaliers etc. will be there
- Web site – Amber Bailey is continuing to put final touches on academic pages
- U of M new System page–web site will change – Oct 1
- Amber to renovate UMC homepage – any ideas let Amber or Andrew know
- U of M front page changed but will continue to list coordinate campuses
- Looking at expanding distribution for Fall 08 Torch magazine – to include families of newly registered students
- Last week listed in Princeton review of great colleges
- Tomorrow will be listed in US News & World Report – official news release – for 11th yr – didn't make top 4 this year - Confident to bounce back – Will look at competitors – Dakota state 1 – Aberdeen 2 – Valley City State 4 - Will bring some data to show comparison - Listed in top 68 –will work on setting goals
- ****Cc – Andrew presented website to cabinet – will present at next Exec meeting

Amber Evans-Dailey – Admissions & Enrollment

- Pine to Prairie Grant- partnering with 11 area high schools to help 9th graders with career planning- we will host on campus visits, present in 9th grade career classes, and present at parent evenings
- Travel Season starts September 15, Will be in MN, WI, ND, SD, and Manitoba
- Fall 2008 Preview Dates are : Sept 13 & 27, Oct 18, Nov 1, & Dec 6
- Open House dates: October 16 and 17

Jack Geller – Arts, Humanities and Social Sciences

- In home stretch of recruiting

- Dr. Ki-Tae Kim will replace Claudia in ESL – has a PhD in Linguistics from Georgetown U and will be on campus Sept 15
- Teacher Ed program has been accepted for full membership – MN ED association
- Just about ready to launch search for Criminal Justice position – traveling to Thief River Falls with Judy Neppel for Criminal Justice connections
- Sept 4 – Wade Fauth from the Blandin Foundation will be on campus to talk on Rural MN Funding Aug 29 is deadline if you'd like to attend – please let Trish know if interested
- Elizabeth Kern from UMC is a finalist in the Princess Kay competition at the MN State Fair

Jeff Sperling – Technology Support Services

- Note books - Got machines yesterday –all 1200 – Manufactured in China –in Crookston yesterday – only took a week and a half
- All new students have machines first - Returning students next week – staff next Tuesday
- Tablet program – some faculty will receive these – had good responses to program – thanks to those interested – there will be some training etc on use
- There will be PeopleSoft training on campus – Gary from training services will come to UMC
- Working on networks – Owen Hall moving along well
- Computers have 2.4 gh – only one model higher, Hp has been phenomenal to work with impressive turn around time
- 15th year of baccalaureate degrees and 15 years of computers
- This machine not out when bid was put out -UMC got higher level machine than what was bid for - No other vendor gave upgrade of chipset
- Tablet will be out later – maybe end of Sept

Ron Del Vecchio - Agriculture

- Lot of new faces on campus
- One retirement – Marv Mattson – effective Monday – Announcement will go out on celebration in Sept.
- Thanks to Bill Smith for taking on more classes
- With Chuck Habstritt not here need another faculty member, Rob's departure leaves a vacancy in plant pathology - Advertising agronomy positions in future
- Ag Activities Day is 1st Fri in Dec – expect to have 1100- 1300 students participating in judging
- Dept struggling to attract international students – looking at point person to work with Kim Gillette to attract students - Need to step up international recruiting

Tim Norton – Facilities & Operations

- 3 most visible projects - Retaining wall at athletic field – will be finished on or before Sept 5
- Dowell Hall - 3rd floor – tomorrow, 2nd floor classroom is done
- 1st floor- Bus lab – will be functional by Tues 26th – ceiling, carpet conf table by end of today - crew will work after hours to finish

Bill Peterson – Math, Science & Technology

- Breathing a sigh of relief - One adjunct left
- 2 new faculty here – Katy and Venu
- New lab technician – Mary Johnshoy
- Bio lab – great improvement – new design - Results great
- Appreciate Tims staff – and Jack's leadership on DH 207 for improvements

Sue Brorson - Business

- Off to good start – had a marathon meeting a few days ago including phone system and computers Jeff and Tim came to the meeting with information
- New hire – Kevin Cooper – his office is across from Business new office
- New Business Office has lots of room – Nice location and appreciate the new facility
- Board Room is being worked on – won't be available for meetings until it's done - classes will be held there - some classes were moved

Deb Zak – MN Extension

- All posted positions have been filled
- New carpet & paint – thanks to Tim's staff
- Jenifer Garbow – hired as new family resource educator (Glenice Johnson's position)
- A total of 50 participants from the U of M participated in the bus tour to the Red Lake Nation. The trip was sponsored by the U of M Extension and CFANS - 5 from UMC attended the tour
- Looking at how UMC can work with the reservation – Basketball players are heroes in high school - wondering if UMC bb players would go to help recruit with Tim Menard

- o Looked at health issues – farm to school programs – coordination with food fisheries – walleye – and others – marketing of other fish to people
- o Marsha Odom is working on a cultural immersion class - will be required for Elementary Ed majors at UMC beginning in the fall of 2009
- o UMC SIFE students helped Red Lake High School students “A Taste of Red Lake Cookbook”

Michelle Christopherson – Center for Adult Learning

- o 84 online applications – 50 admitted – 24 that are still being processed - hoping for another 10-15
- o Projected 2009 credits – 2220 credits will be delivered
- o Over 815 enrollments – include on campus students
- o Thanks to everyone for help
- o Applied Studies B.S. degree online – launch Jan 1, 09 – intention to be on BOR docket for Sept 12th
- o Community tour for new faculty/staff– 3 people giving tour today –Jim Schaar – Tommy Helgeson, Mike Christopherson – bus is free – 3-4:30 departing from Kiser hall – would like many participants
- o Don't have final tallies yet for CIHS – cap to 1200 students – a week ago over 1000 – in zone of where we want to be

Corby Kemmer - Development

- o Fund drive info will be coming in mail
- o Working with Sodexo on Homecoming banquet, Sept 26
- o Torch & Shield Oct 29 – still looking for nominations - Nomination form is on Alumni website

Tom Baldwin – Academic & Student Affairs

- o Dr Ali will be coming to look for housing- maybe on campus tomorrow
- o Arlene Carney on campus Mon – Aug 25 – meeting with dept heads, tenure track faculty, faculty and p & t committees
- o Still looking for - proposals over \$25,000 from any group - activities to involve students
- o Crookston grants and U campus grants - \$58,000 would like to increase number of applicants – let Tom know if you have ideas – note will go out again shortly
- o How many sections are light – or faculty with short loads less than 12 credits– Let Tom know so faculty can be assigned - Typically don't run class with less than 10

Chancellor Casey

- o Ag committee was on campus last Monday – had 15 - 20 min with them – Deb made presentation – Chuck tried to communicate how UMC works together with Extension– Ron, Amber & Dan also participated
- o Dan, Barbara Muesing, Jack and Chuck attended the BBQ at Minakw that evening put on by the sugar beet and barley growers
- o Reminder of tour & social today and the golf scramble
- o Convocation – tomorrow – 3:15 – 4:30 encourage everyone to be there
- o Upgrades on campus – Sodexo starting to take shape - people will be pleased with new serving area – lots of new options – reasonable costs - 20 cent increase in lunch – reasonable
- o Fri lunch for \$4.50 – options in Eagles Nest are good also
- o Sustainability committee – looking for names – faculty/staff/students – asked dept heads how to tie to strengths in academics– Lots of opportunities for us
- o Barbara Brandt was supposed to be here today but cancelled - maybe in Oct looking at Fall of 09 for online health program
- o Tricia was on conf call this morning on the Enterprise Financial System – there are still being worked on - Got list of budget numbers – all should have theirs now - Thanks to everyone for support this week.

Respectfully submitted by Barbara Ricord