

# PRESIDENT'S COUNCIL

Wednesday, June 10, 2020

9:00 a.m. – 12:00 p.m.

Location: **Zoom** <https://minnstate.zoom.us/j/98068895150>

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## MINUTES

**Present:** Dennis Bona, Brian Huschle, Mary Fontes, James Retka, Becky Lindseth, Shannon Jesme, Jodi Stauss-Stassen, Mike Curfman, Chad Sperling, Lars Dyrud, Curtis Zoller, and Julie Fenning (recorder).

### 1. President's Report

- a. **Coronavirus Update** – Minnesota Governor Waltz's Executive Order 20-74 allows for additional students (25) for the courses that cannot be offered online. This is good news for all technical/hands-on lab courses. We will continue to monitor the situation closer to fall start date. Chancellor Malhotra sent a memo to all college presidents that if they plan to bring more employees and students back to campus, they must create a process that includes seeking input from students, employees, and union leadership to ensure employees are comfortable returning to campus. **ACTIONS:** **Becky** will conduct a survey of employees and students regarding concerns returning to campus. **Becky** has a CHRO call today and will ask what other institutions are doing to create this input process. **Brian and Mary** will ask for examples during their SAO/Student Affairs system office call. **Dr. Bona and Brian** are meeting with faculty leadership on Monday, June 15, they will ask for input into the process for faculty. **Mary** will connect with Jason regarding consultation with students. **Julie** will schedule a Staff Advisory Council zoom meeting to obtain input from staff leadership.
- b. **Leadership Council Update** – The June Leadership Council meeting was focused on the George Floyd protests and social injustices and how Minnesota State needs to function as leaders. The system office needs to make a strong action of support. More to come. There was discussion on diversity professional development ideas for employees during in-service. Ideas included Livingroom Conversations and a more comprehensive program using organizations like Mixed Blood Theater. **ACTION:** Chad will research what other institutions are doing on their web site to show support and send any links to the President's Council members.
- c. **Budget Updates - Tuition Freeze for Fall** – Pending Board approval the system office is planning to direct all Minnesota State institutions to freeze tuition for fall semester. The 3% increase will happen in spring semester. The system office will help institutions make up for this loss by cutting 100% of the leveraged equipment funding for FY21. These funds will be distributed to campuses through the allocation framework. This will roughly be a \$200,000 reduction for Northland in equipment. The system office also supports debt services funds in the amount of \$46,000 per year, that money will not be available this year. This plan has not yet been approved by the Board of Trustees. More to come. **NextGen Project** – The lowest bidder came in \$20 million over budget. The system office is going to try to pay for these additional funds by extending the length of the loan.

### 2. Action Items

- a. **Nonpersonnel Budgets** - Shannon distributed the revised nonpersonnel budgets. This afternoon, the business office will enter budgets so purchase orders can be completed for July 1 expenses. Overall there was a \$239,000 reduction in nonpersonnel for next year. **ACTION:** Mary/Dennis – Student Life budgets still need to be submitted. **ACTION:** Perkins funds need to be spent down by June 30. **ACTION:** Shannon will contact the system office to see if we can proceed with a student fee for the EGF chemistry lab kits without consultation with Student Senate.
- b. **Institutional Work Study Facts and Priorities** (attachment) – Mary reported that the small work group met again and finalized the proposed priority positions for the college. The notes were distributed from that meeting.  
The following priorities were approved:



- Security – 4 positions
  - Library – 2 positions
  - Front Desk – 2 positions
- c. **Plexiglass Barriers** – Shannon requested input on a process for employees to request a plexiglass personal protective barrier as they return to campus. It was determined that these would be provided to employees who request them. The contact person will be Cory Feller, Safety Officer. Approved.

### 3. Discussion Items

- a. **Academic Structure** (attachment) – Brian reviewed the attachment regarding revising the academic structure. He has received input from the academic deans and faculty. It was determined that the TRF Academic Dean would supervise all liberal arts and Brian would take over college-wide initiatives. It was announced that Mike Curfman has accepted the Director of Human Resources position and will begin his new role on June 22. Becky's last day is July 7, 2020. There will be discussion in the near future regarding the future of the TRF campus dean position. Congratulations Mike! **ACTION:** Julie will schedule an Exec Team meeting early next week.
- b. **Advisor Update** – There are two advisors on each campus each day. They are keeping track of all students they advise to ensure they are following-up and communicating with them. They have been given new tools and templates to follow-up with prospective and returning students. They are also sharing scholarship information with prospective students. A new direct mail marketing campaign will be sent to the households of over 9,000 of 18-24-year-old prospective students in regional targeted counties. Marketing created a large postcard that matches the fall 2020 messaging theme currently on the college website, regional billboards and radio/newspaper ads. A second postcard will be mailed to 3,500 applicants who have not yet registered for fall.
- c. **Floor Markings for Social Distancing** – It was agreed that floor markings would be placed to indicate social distancing protocols. Approved.
- d. **Adult Basic Education (ABE)** – Shannon will follow up with Kirsten Fugelseth regarding employee requests for products/cleaning.
- e. **Distance MN** director has resigned. Carla Johanson will be the interim director for the year. A decision will be made mid-year regarding the future structure.
- f. **TRF Math and Science Tutor Position** - This position is currently vacant due to a resignation. They will be posting the position soon.

### 4. Informational Items

- a. **EGF Water Tower** – The City will begin painting water tower next Monday, June 15 with Northland's new logo. This will be an 18-year billboard.

### 5. Individual Updates (limited to two minutes)

- a. Shannon Jesme – No additional update was given.
- b. Lars Dyrud – Student housing applications for fall semester are at 54. The Foundation is reviewing the application process to ensure it is an inclusive and equitable process. Fall scholarship deadline is June 15. They may decide to run a last-minute round if extra funds are available. The Foundation is looking at getting \$50,000 for scholarships from the Minnesota Department of Agriculture. These details are being worked out. They are currently working on the transition to a new auditor.
- c. Mary Fontes – No additional update was given.
- d. Chad Sperling – No update was given.
- e. Jodi Stauss-Stassen – No update was given.
- f. Mike Curfman – No additional update was given.
- g. Cutis Zoller – No additional update was given.
- h. Jim Retka – There will be a conference call with the executive committee of the MCAC on June 22 to discuss the fall sports season. Northland has one fall sports program in the fall, volleyball. There should be final guidance from MCAC by June 24.
- i. Becky Lindseth – No additional update was given.
- j. Brian Huschle – No additional update was given.



6. Adjournment 11:15 a.m.

