

# PRESIDENT'S COUNCIL

**Wednesday, September 16, 2020**

9:00 a.m. – 12:00 p.m.

Location: **Zoom**

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## MINUTES

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

### 1. President's Report

#### a. Leadership Council Update

- i. **Equity 2030** – The Leadership Council spent time on equity and inclusion. The system office hired a consultant to facilitate and provide training to college presidents and system office leadership.
- ii. **Vacancies** – The system is working to replace Clyde Pickett, system director of equity and inclusion. This position is being reclassified and sent to the board for approval. Roman Padilla has resigned as system director of information technology. This position will be reposted as well.
- iii. **Budget** – The chancellor and his team are working on the Minnesota State budget request for 2022. They will bring the request to the legislature in February. Minnesota faces a substantial deficit and so they are taking that into consideration when creating the request. Minnesota State will work to maintain last year's amount, with a small additional request. The Leadership Council retreat is scheduled for October. The focus will be on athletics for spring 2021.
- iv. **Leadership Council Meetings** – All meetings will be held via Zoom until the end of the year.

#### b. COVID-19 Update – Northland has had minimal cases of COVID to date and has a small number of students and employees in quarantine.

- i. **Teleworking** – Today is the start of the telework program. Due to the nature of the work, there are staff from facilities, technology, finance, and student services working on campus. There are some that have created a rotating schedule for coverages as well. The plan at this time is to operate the same way for spring semester where all employees return to start the semester and then return to teleworking when appropriate.
- ii. **Northland Store Hours Change** – 8:00 a.m. – 2:00 p.m. on the TRF campus and 8:00 a.m. – 2:30 p.m. on the EGF campus.
- iii. **Face Shields** – Faculty asked if they can wear face shields as indicated in the Governor's Executive Order. Northland has determined that face shields were not adequate for a face covering. Stacey is looking into microphones for under masks for faculty. Faculty may also request see-through masks. Northland's Pandemic Plan covers the mask discussion. This has been reviewed by faculty, staff, and students.
- iv. **Students Cleared to Return to Campus** – The pandemic team works with students regarding when they are safe to return to campus. Faculty may request the



students' "cleared to return to campus" letter directly from students. Administration will not be communicating with each faculty member regarding their students.

- v. **Screening Tool** – There has been a significant decrease in student traffic on the screening tool. **ACTION:** As time permits, administrators will spot check students at entrances.
- c. **Budget Update** – Shannon is currently working on submitting a revised operating budget for FY20. Athletics and student senate budgets have been adjusted. Jim Retka is finalizing the budgets with athletics for FY21. The radio station audit has been delayed due to several issues. There is a phone call today at 3:00 p.m. with CPB to discuss that status of the audit. Shannon is working on the contract with the EGF cafeteria. They are on campus providing food service with reduced staff and hours. Food sales are stable at the TRF campus and the aerospace site.
- d. **Strategic Plan Update** (attachment) – The FY20 initiatives and accomplishments were reviewed. **ACTION:** Dr. Bona requested this item be added to the next Shared Governance Council meeting.
- e. **Spring Service Learning Requirement** – The graduation requirement for FY21 will be suspended due to COVID. The course will remain open for students who wish to complete this work. We currently have one faculty evaluator for both campuses. **ACTION:** Julie will add this item to the Shared Governance Council agenda.

## 2. Action Items

- a. **Policy/Procedures** – Chad shared proposed changes to the policy and procedure for college identity and branding. They were both retitled to better describe the content.
  - i. 8025 College Identity and Graphic Standards Policy
  - ii. 8025P College Identity and Graphic Standards Procedure
    - 1. Policy and procedure were approved with recommended changes. **ACTION:** Julie will forward to SGC for review.
- b. **Website Update** – The contract for designing the new website is being signed. Chad will be kicking off the project late this week or early next week.
- c. **Marketing Request** – There are individual faculty requesting department-specific letterhead for their specific program. It was determined that sub-branded letterhead would not be permitted. Any exceptions will require President's Council approval. The agricultural program has requested specific letterhead. This request was denied. The President's Council did not feel this request was considered an exception. Curtis said that the Ag Program will need specific additional marketing for grant purposes. He will bring any requests to the President's Council for consideration.

## 3. Discussion Items

## 4. Informational Items

- a. Pandemic Team Update/Northland Store Hours – These Items were covered in the COVID Update.

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

- a. Shannon Jesme – The business manager position is being posted.
- b. Lars Dyrud – Lars reported that student housing is at 55 occupants. He is hoping for better spring numbers. So far there have not been any protests or COVID violations. There are no positive COVID tests at this time.



- c. Mary Fontes – Financial Aid was disbursed on September 15. Mary is proud of the work of Financial Aid and the Business Office staff. Currently -16% in enrollment. This number does not reflect the FBM numbers that still need to be entered.
- d. Brian Huschle – The MJSP grant was submitted by the deadline.
- e. Chad Sperling
- f. Jodi Stauss-Stassen
- g. Mike Curfman – Currently finalizing the dates for listening sessions with Chancellor Malhotra for the president search. They are planning for mid-October. Brian will be chairing the TRF campus dean search. Zoom interviews are scheduled for the next two weeks. Mike also provided information regarding wearing political face masks on campus:
  - i. EMPLOYEES: Political masks are not allowed. Support for activities such as Black Lives Matter is permitted because it is not political activity.
  - ii. STUDENTS: Students may wear any mask unless it is believed to incite riots.
- h. Curtis Zoller – Perkins has pulled out certain metrics and required outcomes due to COVID. He is looking for guidance regarding flexibility of funding this year.
- i. Jim Retka

**6. Adjournment 10:55 p.m.**

