

President's Cabinet

Tuesday, January 3, 2023

9:00 a.m. – 12:00 p.m.

Zoom

MINTUES

Present: Sandy Kiddoo, Jodi Stauss, Michelle Benitt, Stephanie LeDuc, Lars Dyrud, Jeff Pool, Stacey Hron, Kirsten Michalke, Katlyn Tamaalii, and Julie Fenning (recorder).

Absent: Curtis Zoller, Chad Sperling

1. People

- a. **Review open positions** – Michelle gave an update on the open positions. Other updates included:
 - i. Academic Dean – Will be posted as a full-time, permanent position.
 - ii. Accounts payable clerk – Interviewing this Thursday
- b. **New Employee Ambassadors** – Dr. Kiddoo recommended a new initiative to help welcome new employees to Northland. Dr. Kiddoo discussed implementing a new employee ambassador program. This was approved and HR will take the lead.
- c. **Special Projects/Compensation** – Dr. Kiddoo will be making a call out for employees to help with a variety of projects. We will need to make allowances for employees who need to work extra to get these projects done. Need to look by department for a list of projects that are not being done. This will be open to faculty and staff. Employees will be compensated per their bargaining unit.
- d. **Coverage** – Currently need supervisory responsibility over the list below. Sheri will discuss with the ASA team.
 - i. Distance Minnesota
 - ii. ICan grant
 - iii. FBM Faculty
 - iv. Liberal Arts Faculty
 - v. Library Staff
 - vi. Academic Scheduler

2. Program Improvement

3. Recruiting and Retention

- a. Bookstore Charging/Consistent start dates between consortium – Stacey reported that the date was consistent with the Minneapolis partnership. Nursing faculty requested allowing students to charge earlier for scrubs and other nursing supplies. This item will be put on hold until the business office is staffed up again.
- b. Spring Data
 - i. Headcount: 2,139
 1. -7.88% Change

- ii. FYE: 611.53
 - 1. -6.62% Change

4. Planning

- a. In-Service – Dr. Kiddoo reviewed the overview of in-service message and her presentation.

5. Events

- a. Anniversary
- b. Northland Dance – February 8th

- 6. Tuesday's Hours** – Need to advertise on Facebook and the website. Next week only, January 10th. Approved.

7. Task-Project List

- a. Scheduling
- b. Handshake/Career Services
- c. Retention
- d. Transfer Pathway Development
- e. Student Senate
- f. Testing
- g. CRJU Curriculum
- h. Perkins
- i. FBM Program Management
- j. Summer Camps
- k. High School Transitions
- l. High School Pathway Development
- m. Employee Ambassador
- n. Program Sustainability? – Conversations in April and May regarding program viability. Still use to make decisions regarding programs in the fall.
- o. Curriculum Handbook Update – Stephanie, Curtis, and Jodi are working on.
- p. Food Pantry Coordination
- q. Business Office
- r. Graduate Follow Up