

# Cabinet MEETING

Thursday, March 1, 2023

9:00 a.m. – 12:00 p.m.

Zoom

## MINUTES

**Present:** Sandy Kiddoo, Sheri Hutchinson, Michelle Benitt, Curtis Zoller, Stephanie LeDuc, Lars Dyrud, Clinton Castle, Chad Sperling, Jeff Pool, Stacey Hron, Kirsten Michalke, Katlyn Tamaalii, and Julie Fenning (recorder).

### 1. Positions

#### a. Outside Help

- i. **CFO** – Dr. Kiddoo will investigate using the State Registry of retired CFO's and Vice President's for interim CFO help.
- ii. **Perkins and Registrar** – Sheri is looking at getting assistance with the registrar position. Lori Miller from RCTC is going to help us with Perkins. She will help set up a new process and program overview. Also looking at academic operations and any assistance needed in student services.

b. **Leadership Counsel Update** – The college sector meeting was about changing the drop date from day 5 to day 10. Colleges are struggling with hiring certain faculty positions. MSCF are discussing options. There was also discussion of shared services.

c. **Legislative Update** – Bernie Oman talked about the funding requests. They are still being discussed in the legislature. They are hearing that bargaining unit wage settlements will be higher. They are increasing the maximum we can charge in fees. They also talked about a new fee, \$20 fee for sustainability. More discussion is needed. The chancellor search is moving forward. Finalists are scheduled to be announced in May.

d. **Data Access and Analytics** – Dr. Kiddoo is leading this group for the system office. They are charged with giving the chancellor recommendations in setting up a data center.

e. **Barb Tuckner Interviews/Open Forums** – Individual interviews and open forums will be scheduled and communicated out soon.

f. **Updates from searches** – Michelle gave an update on open searches.

### 2. Events

a. **Anniversary - April 28<sup>th</sup>, East Grand** – Lars is working to plan the event. He asked for input if it should be a joint event with Radio station at 50 years as well. It was determined to keep them separate celebrations.

b. **Seat at the Table** – The planning group to visit Textron and get ideas, looking to do that next fall.

- c. **E-Sports Event** – Fenworks is hosting a big eSports tournament. Good recruiting event of high school eSports tournaments. Tom plans to attend. March 31 – April 1. **ACTION:** Stacey and Jeff will connect.

### 3. **Congressionally Directed Spending Asks**

- a. STEAM - MOA
- b. Nursing Renovation - TRF
- c. Criminal Justice – Shooting Range
- d. Look at last year's submission on precision manufacturing.
- e. Looking for one year time frame, equipment purchases

### 4. **Budget**

- a. **Process for vetting the requests** – The budget request process closed on Friday. There were 77 requests this year. Stacey has created a spreadsheet on the N drive. Previous years are listed there as well. The President's Cabinet will review and prioritize. Sheri will have the Division chairs do so as well. The President's Cabinet will do final review by May 26<sup>th</sup>.
- b. **Fees** – Discussed above. Proposing increases.

### 5. **Planning**

- a. **PACE survey** - March 13<sup>th</sup>-27<sup>th</sup>. Employees only.
- b. **Safety Perception Survey** – March 1- March 15 – Employees only. Cory Feller will be sending out an email to all employees.
- c. **Facilities Planning Survey** – Employees, Community, Students, waiting until after PACE survey, beginning of April.
- d. **Facilities/Technology Survey** – All students and employees. Clinton and Stacey will work to see if we can incorporate the students into the JLG survey.
- e. **Barb Tuckner** – Meetings have been scheduled.
- f. **HLC Institutional Update** – Northland has a report due at the end of April. Financial data is coming from the system office. Sheri is also submitting site location information for the OCHS locations to ensure compliance. At this time, we are current with all required submissions. Sheri will be catching up with assessment and program review during the half duty day in-service. She is also documenting updates in the equity and inclusion plan.

### 6. **Online bookstore shop available.** Stacey announced that she is working on an online store for clothing and gifts, with free shipping to the Northland Stores. She is also working to have financial aid charging available for summer semester for a soft launch, for purchasing clothing, scrubs, gifts. It will be advertised and ready for fall semester for all students.

### 7. **Housing Coordinator Position** – Lars is determining how to fill the housing coordinator position. He is deciding between posting as is or using a third-party vendor.