President’s Cabinet
Tuesday, November 3, 2015
3:00-4:00 p.m.
Hobson Memorial Union - Crying Wolf Room

Attendees:
Tom Fauchild  Marybeth Christenson-Jones  Mary Ward
Sheila Paul  Troy Gilbertson  Bob Griggs
Martin Tadlock  Colleen Greer  Tracy Dill
Jim Dillemuth  Debra Peterson  Rob Bollinger
Jackie Carroll  Lynn Johnson  Scott Faust
President Hanson  Joan Miller  Kierstin Hoven
Karen Snorek  Randy Westhoff  Jeff Ueland
Megan Zothman  Shawn Strong

NTC/HLC Update – Bob Griggs
Bob has received word that the HLC site visit report is completed and pending an HLC review. Once reviewed, it will be sent to President Hanson.

Recruitment, Retention & Graduation – Michelle Frenzel
Spring 2016
Spring registration started on October 23rd. Last year spring registration started a week later so the year-to-date comparisons will sync the week of the 23rd.

Right now we are at approximately 50% of the credits from S15.

For this week, the students with 48 or less earned credits are registering, most of our SO and all of our FR.

New spring student registration programs are scheduled for November 20th and December 4th.

Our re-enrollment initiative will launch this month for those students that didn’t take advantage of registering when their window opens. Distance MN will help us with that calling effort.

New Idea: Identify students who have attended in the last three years, have earned 110+ credits and have not completed their degree. This outreach initiative was successful in generating additional credits at another MN public institution.

Fall 2016
Just concluded National Application Week. Still working on numbers and comparison from this point in time last year. It will take several weeks to process all of these applications.

New strategy implemented: Applications coming in beginning this week (after National Application Week) will be processed first rather than put in the queue behind the apps from National Application Week.

Going into National Application Week we are ahead of last year’s point in time with applications, admits, and confirms. This information is only one piece of the puzzle. In analysis of prior year trends, these variables have shown increases but enrollment has shown decreases. Students are applying at more institutions. Our focus is to get students to campus and help them make the decision on which institution to attend.
**Update on Star ID – Jim Dillemuth**

**Discussion:** Planning is underway. NTC will change the first week of March with BSU changing the second week of March. There is a lot of backend server and Active Directory modifications that need to happen. Many rounds of testing as we move forward, we will be looking across the institutions for volunteers. Computer logins will change. Faculty websites will move from Rook to WordPress. Removing authentication pass through on the web. Users will need to login to myBSU to access email but will also need to login to email. This dual login for email is for security reasons.

With the implementation of Office 365, email and calendars will move to the cloud. This process will begin in April and take approximately two months. Next fiscal year, we will look at implementing other Office 365 features such as Skype for Business, One Drive and SharePoint.

**Digital Signage – Jim Dillemuth & Scott Faust**

**Discussion:** Digital Signage is a joint operation between Information Technology Services and the Office of Communications and Marketing. Following what was installed in Memorial Hall, Scott & Jim are developing an institutional Digital Signage strategy and plan utilizing the Tightrope Carousel platform. They are developing a Service Level Agreement (SLA) that outlines responsibilities, how to request service and response time.

**City of Bemidji Request re: Skateboarding – President Hanson**

**Discussion:** The city of Bemidji has requested BSU provide an “official” position on the city ordinance addressing the use of skateboards and etc. on BSU property.

Neither BSU nor MnSCU has a policy regarding the use of skateboards on campus. Scott Goings in the System Office, suggested that BSU develop its own policy and have the university removed from the city ordinance.

Mr. Goings provided examples from two MnSCU universities (MSU Mankato and MSU Moorhead) with such policies regarding skateboards. Both institutions allow the use of skateboards on campus but have restrictions on their use – operated safely, no jumping, stunts, stairways, etc. and not inside buildings.

As recommended, Dr. Hanson will respond to the city of Bemidji to request that BSU be removed from the city ordinance related to skateboards. We will develop a policy for our campus. Kierstin Hoven recommended the policy include the use over hover boards.

**Action Items:** Dr. Hanson will respond to the city's request. Policy will be developed addressing the use of skateboards on campus.

**Democracy College & University – President Hanson**

**Attachment:** 1 – Democracy College & University

**Discussion:** Dr. Hanson provided the Democracy College and University Template draft which provides five ideas around operationalizing the relationship around democracy and higher education. This is information and only provided as a set of ideas. This initiative is part of the MN Campus Compact.
FY17 Budget - communication, adaptation – President Hanson
Discussion: Many attended the budget presentation yesterday. Karen provided five projection models for FY17. All five models, ranging from a 3% increase in enrollment to a 2% decrease, show a deficit for FY17. We will not be able to operate with that kind of a deficit. We will need to develop a strategy to deal with FY17. This will be a topic of conversation at upcoming Meet and Confers. Dr. Hanson is interested in ideas to address this deficit.

Employee support: “No email Fridays” – President Hanson
Discussion: Dr. Hanson proposed we identify one day a week that is email-free. We would agree among ourselves and across campus that on a specific day, such as Fridays, we do not email.

There was some discussion on faculty members teaching online classes and student expectations of having access to the faculty member 24/7. Sheila suggested that students be given parameters such as no responses on Sundays. If students know the expectations, they can adapt.

There was a lot of support for the idea. Karen suggested it only be implemented internally. We will still need to communicate with external parties. Deb commented that other companies have tried this. Email is good for setting up meetings, etc. but some conversations are better had face-to-face.

Please forward your thoughts and suggestions to Dr. Hanson. We will identify parameters for the proposal and bring it back to cabinet for further discussion.

Gillett naming conversation – President Hanson
Discussion: Yesterday, President Hanson met with the faculty, staff and coaches at the Gillett Recreation Center to get feedback on a name change of the facility. Dr. Hanson is proposing the Gillett Rec Center be renamed to include “wellness” in its title. Those in attendance at the meeting were pretty supportive of the name change.

There are downsides to the renaming such as the cost for signage, stationery, business cards, etc. Those costs can be phased in and assumed over time.

The name change will need to be presented to the Chancellor for approval.

No objections to the name change were presented but two names were suggested for the renamed facility:

- Gillett Wellness & Fitness Center
- Gillett Wellness Center

Any other ideas can be sent to President Hanson. He will revisit the proposals with the faculty, staff and coaches.

For the Good of the Order – ALL
OCR Audit of NTC – Deb Peterson
Deb has begun preparations for an audit of Northwest Technical College by the Office of Civil Rights. There will be things that offices will be asked to do to be compliant with federal nondiscrimination laws. The audit involves a review of NTC’s physical facilities, publications and how we make information available, where we
hold events, etc. Typically colleges receive 90 days’ notice for an upcoming visit. We have simply been told informally that we will receive a visit next year. At this point, we don’t know whether that will be during spring or fall.

In anticipation of this audit, Deb met with members of the Inver Hills Community College community who have recently undergone an OCR audit. Deb will be reaching out to some of you to request your assistance in bringing NTC up to speed and obtain the best audit rating that we can.

Deb clarified that this audit is not the result of an infraction, but is merely a routine audit.

**Presidential Search – President Hanson**
The Presidential Search committee has been named and is updated on the website. Scott will distribute an update via fac-staff.

There were some questions about membership on the advisory committee. There isn’t a MSUAASF representative named on the webpage. In addition, the committee does not have representatives from the BSU Foundation nor Alumni Association. Neither is there an American Indian representative. Karen will email Becky Lindseth to ask about the representation of these constituent groups.

**CIO Search - Randy Westhoff**
The CIO search posted this week with an application deadline of Nov. 30th.

**BSU Foundation Update – Rob Bollinger**
The BSU Foundation board is looking to be more engaged with what is happening on campus. The Board will meet with the Cabinet next Friday, November 13th. They will also host a social at the David Park House that afternoon beginning at 4:00 p.m. They hope this informal gathering will serve as an opportunity for the two groups to get to know each other better.

**CHRO Update – Karen Snorek**
A farewell reception has been planned for Marybeth on her last day, Tuesday, Nov. 10th at 1:00-3:00 p.m in the HR office.

Meeting adjourned at 3:37 p.m.
Minutes submitted by Jackie Carroll.
Proposal

Memo to the campus:

Re: Democracy College and University Template draft

“The first and most essential charge upon higher education is that ... it shall be the carrier of democratic values, ideals and processes.”

Truman Commission on Higher Education, 1947

“Our institutions need to be citizens of a place, not on the sidelines studying it.”

Nancy Cantor, Chancellor of Rutgers-Newark, 2015

Bemidji State University is a member of the Minnesota Campus Compact and I serve on the Board for the group. There are signs of renewed concern for the public purposes and work of colleges and universities, reviving higher education’s democratic roles. In this view, colleges and universities are centers of knowledge making and leadership formation, responsible not only for creating and dispensing information but also for addressing local issues and stimulating public exploration of great questions: What does it mean to be a “democratic way of life”? How can higher education, working with communities, help get us there?

We seek to help spark a broad discussion, on campuses and beyond, about what it means to say democracy is a “way of life” with higher education playing vital roles. There is evidence that the nation may be ready for such a discussion. To launch this process, the following suggests five focus areas:

**Democracy saga/public narrative:** This focus area emphasizes an intentional campus and community-wide effort, working with students to recover, discuss and engage the “saga” or “public narrative” of each unique educational community (for example see Paul Pribbenow, “The Saga of Augsburg College,” [http://wordandworld.luthersem.edu/issues.aspx?article_id=3774](http://wordandworld.luthersem.edu/issues.aspx?article_id=3774)).

**Democratic excellence through diversity:** This area of focus revitalizes the conviction, buttressed by research, that a mix of students with diverse backgrounds and talents, interacting in learning cultures of high expectation which develop their unique gifts, can achieve both individual and cooperative excellence which no focus on winnowing out the stars can achieve (see “Lani Guinier Redefines Diversity” New York Times, [http://www.nytimes.com/2015/02/08/education/edlife/lani-guinier-redefines-diversity-re-evaluates-merit.html?_r=2](http://www.nytimes.com/2015/02/08/education/edlife/lani-guinier-redefines-diversity-re-evaluates-merit.html?_r=2), [https://www.aacu.org/diversitydemocracy/about](https://www.aacu.org/diversitydemocracy/about)).

**Preparation for citizen professional leadership:** This area of focus involves professional programs, disciplinary fields, and learning outside the classroom that recall the
democratic values of scientific and other fields and instill democratic skills and habits of public work in students, as well as faculty and staff, to prepare students to be empowering civic leaders and change agents (see citizen professionals at Augsburg [http://www.augsburg.edu/news/tag/citizen-professionals/](http://www.augsburg.edu/news/tag/citizen-professionals/))

**Free and public spaces:** This area of focus develops intentional plans to create diverse free spaces and public spaces where students and others learn the skills of surfacing tensions and conflicts constructively, while working with others who are different (see [http://www.pps.org/campuses/](http://www.pps.org/campuses/); and Adam Weinberg, “Get the Most Out of College, #4 at [http://www.huffingtonpost.com/adam-weinberg/getting-the-most-from-a-liberal-arts-college_b_7946678.html](http://www.huffingtonpost.com/adam-weinberg/getting-the-most-from-a-liberal-arts-college_b_7946678.html))

**Citizens of places:** Ideas like colleges as “stewards of place” and “anchor institutions” contributing to the civic and economic health of communities through public work bringing together students and faculty with communities are spreading ([http://www.margainc.com/html/anchor_task_force.html](http://www.margainc.com/html/anchor_task_force.html)).

We need to create a campus conversation with the intent to create a community engagement process/plan.

1. How should we move forward with a plan like this?
2. How do we facilitate a campus conversation?