

University Executive Council Notes

March 10, 2020

Attending: Melinda Arnold, Vicki Trier, Tia Anderson, Steve Foggatt, Trudy Carey, John Dorr, Paul Foster, Gillette Vaira, Brandee Soens, Kristin Peterman, Aaron Like, Kathy Kotecki, Jody Stahl, Denis Otterness, Darla Tyler-McSherry, Joann Stryker, David Powell, Brett Weisz, Vern Gagnon, Chris Eagan, Heather Hanna, Darlene Hert, Cheri Johannes, Krista Montague, Aaron Murrish, Becky Lyons, Kelsi Gambill, Cahle Clampitt, Kim Hayworth, Richie Solomon, Joe McGeshick, Jim Barron, Lori Bracken, Kathleen Thatcher, Laura Gittings-Carlson, Christine Shearer, Bill Kennedy, and Jon Egeland

Provost Arnold welcomed everyone. There were no new employees to welcome.

The Provost asked that Denis Otterness open the discussion of Campus Preparedness. Emergency preparedness is key to planning for this kind of emergency. Denis is on the Coalition of Yellowstone County (LEPC). They met last week and went through the plan on what needed to be addressed. Other planning has been put on hold to focus on immediate needs.

Top priority is to have anyone who believes they may be infected to isolate themselves at home. If you don't feel well stay at home. If the campus is put on lockdown, plans are being put in place with Sodexo, Facilities, IT, and HR along with an Academic plan for e-learning. This will all be worked through at the system level. Facilities and Sodexo have stepped up to make sure cleaning of shared devices and eating areas are processed thoroughly.

Darla went through the report highlighting what is in place and what will happen if an emergency happens. Right now the group is meeting bi-weekly with Riverstone and weekly with OCHE. Her group is meeting daily. Communication plans are in place for internal and external communication, if needed. International Studies are in touch daily with the 6 students (and their parents) that are overseas. Travel levels are changing daily. Italy is closed. All international travel is canceled until March 22nd. Athletic travel is being monitored. Information is being shared and Darla's team has reached out to SD2's lead nurse to ask if student teachers should continue to teach. This is being looked at by leadership at SD2. Plans are in place to make sure all mental illness needs are covered. For detailed steps see report posted in box [Campus Preparedness](#).

Provost Arnold shared from an academic perspective, if the campus was shut down there are 310 classes that do not have online options, all others do. IT is working on how to move forward if this is needed along with communication to students. Faculty and staff may need remote access and IT is working through the options for this as well.

The provost asked that all unit leadership draft a plan of how they would work virtually and communicate to their students if the campus were to be shut down. She asked that the plans be sent to Evelyn by Friday.

Announcements from Gillette included the Alumni Powwow and Breakfast/Fashion Show on Saturday April 4th. She asked that all plan to attend. Outstanding Alumni Awards Pint Night is April 15th at Craft Local, downtown. Golden Graduates Alumni will be honored on May 1st with a program at COE at 12:30; on May 2nd a breakfast before Commencement and a lunch after are planned, all at the Metra. If you know anyone who is an alumni of 50 years or more please communicate their name to Gillette. Jazz Night with NW College and MSUB Alumni will be May 21st. Walkers are needed for the St. Patrick's Day Parade. If you would like to participate contact Gillette. Coming up September 11th is the "Night with the Stars". Nominate Outstanding Alumni by March 10th and get your tickets at the foundation.

Kelsi reviewed the upcoming event list and media coverage from last month. It was a busy weekend with the high school basketball tournament at the gym and the Science Bowl on Campus. Coming up will be the Atomic Circus 4/16 and Science Expo 4/26.

The Powwow is now a weeklong event March 30 - April 4 with events each day. The schedule was handed out by Joe McGeshick along with posters. The Sunrise Ceremony on the Rims is located on the east side of the roundabout in the parking area. Mayor Cole will do a proclamation declaring it a MSUB Week.

Captain Clampitt reminded us all of the ROTC dinner on April 4th. Please attend as this is their fund raiser for the year. Tickets are \$25.

Heather Hanna handed out a spring Workshop training schedule. This information will be sent out through an admin general and in the Buzz Bulletin.