

## **University Executive Council (UEC) Notes**

### **March 12, 2019**

Attending: Ed Garding, Provost Arnold, Dr. Edelman, Shannon Wilcox, Aaron Like, Kathy Kotecki, Trudy Collins, Kristin Peterman, Susan Balter-Reitz, Christine Shearer, Cheri Johannes, Becky Lyons, Zach Delger, Brett Weisz, Barb Shafer, David Powell, Darla Tyler-McSherry, Louie Haacke, Trudy Carey, Gillette, Vaira, Dawn Githens, Mate Millward, Jody Stahl, Kalie Porter, Rebekah Reger, Florence Garcia, Tom Manthey, David Craig, Mary Susan Fishbaugh, Sheri Steiner, Vern Gagnon, Vicki trier, Mehmet "Mo" Casey, Joy Honea, Bekah Gasner, Aaron Murrish, Paul Foster, Darlene Hert, Denis Otterness, Chris Easton, Evelyn Noennig

Dr. Edelman welcomed everyone and gave an update on the hire of the new VCSAS. Dr. Kim Hayworth has been hired and her start date is June 3<sup>rd</sup>. She will be on campus a couple of times prior to her official start date.

There were no new employees today to welcome.

Erika Willis and Schylar Barber from Tumbleweed were in attendance to give background information about Tumbleweed and spoke about what opportunities there are to partner and volunteer. Their goal is to end youth homelessness. They have 5 programs that support Tumbleweed. The Homelessness Prevention, Crisis Intervention, Transitional Living Program, Victim Services Program and Human Trafficking Program. They shared a handout and their cards with contact information. Critical needs are posted on FACEBOOK. Evelyn will send their contact information to the group. If you would like a tour and find out more they invite folks the 3<sup>rd</sup> Tuesday of the month from noon to 1:00 pm.

Dr. Edelman gave a brief update on the Board of Regents meeting in Helena March 7<sup>th</sup> & 8<sup>th</sup>. He and two students presented the new mission and vision statements to the board. It was well received.

Bill Kennedy from the Foundation reminded everyone that Thursday would be Pi Day @ 6:30 in the Glacier room where the architect would be laying out the plans for the Science Building. Please RSVP at the Foundation.

March 27<sup>th</sup> @ 7:00 pm will be the Riedel Wine glass event in the Glacier Room. You get to keep the glass along with tasting the wines. The next will be April 23<sup>rd</sup> which will be Wine and Chocolate pairing also in the Glacier Room. Tickets are available for both. Call the Foundation. May is Wine Fest. Plan to attend.

Bill updated the group on grant requests: Be sure that they are student centered. They can be from \$250 - \$5,000. The account has \$17,000 left. The board will meet in April and June so get your requests in. If your department is doing fund raising please let Bill know as there is no duplication of efforts.

ASC presentation was given by Rebekah Reger. She gave a recap of the services they offer along with two handouts: Supplemental Instruction and Welcome to the ASC along with data

related to the SI program. Supplemental instruction is helping with retention of students. If a student has SI they are less likely to drop. New signage is going up on both campuses, watch for it.

Housing Occupancy Action Plan was presented by Aaron Like. Aaron handed out the new information brochure and small poster promoting the 20% reduction to live on campus. Would like to see the entire campus community be involved to get students committed. Please post the 20% off information for everyone to see. Also handed out was the Housing and Residence Life Action Report which walks you through action items starting in December working into May. Goal is an increase to 500 occupancy for the fall. Also included were partnerships which are making a difference.

Renovation of elevators will be the first phase along with carpets, kitchens, window and paint. Petro 8<sup>th</sup> floor was just done with new carpet and it's made a big difference. Long range when admissions are up, the opportunity to go to the bond market will make renovation move forward faster. Still exploring the options for waivers and discounts to out of state students.

The second reading of the Animals on Campus policy was done by Dawn Githens. She had great input from folks which was helpful to make it better. The final version is more robust with responsibility and accountability. Next step is it goes to legal. Then to cabinet to implement. The Chancellor asked all in favor to raise their hand. It was unanimous.

Barb Shafer shared the information about Administrative Services workshops on April 3<sup>rd</sup> and 4<sup>th</sup>. Presentations will be done by University Police, Facilities Services, Informational Technology, Business Services, Fiscal Year End Deadlines, Payroll, Human Resources and Financial Services. Detailed information was given out. RSVP's are due March 29<sup>th</sup> at [www.msubillings.edu/training](http://www.msubillings.edu/training).

Events and Media coverage information were given out by Shannon Wilcox. Shannon asked if we could find a process to use less paper. Everyone agreed. More information to come as a process is put into place.

Our website has been updated to use the same code as Bozeman. It is a new look. There is training coming on how you can update your pages with the use of a template. There is a good web team partnership with Bozeman.

Kristen Peterman emailed the first read of the Freedom of Expression Policy/Posting guidelines to everyone. Please read and provide feedback. The new policy is more detailed the on/off campus posting is a little different.

The Center for Engagement will stamp authorized materials that can be posted on both campuses. This is a 30 day posting. If you see materials without a stamp or in an undesignated place, please report.

An Active Shooter exercise will take place in the PE building on April 9<sup>th</sup>. This will be a community exercise with volunteers coordinated through United Way and in partnership with

hospitals, EMT's, and emergency ambulances. If you would like to volunteer contact Denis Otterness. Shannon Wilcox will be speaking to the media.

Darlene Hert reminded everyone of the Lecture Series and handed out book marks. Gems from the MSU Billings Treasure Chest. Audio recordings are being done if you miss it.

March 20<sup>th</sup> is Scott Harris retirement party 5:30 pm – 6:30 pm in the Glacier Room. Also on March 20<sup>th</sup> the Chi Alpha Sigma Athlete Honor Society Induction Ceremony will be at 7:00 pm in the Glacier Room.

March 29<sup>th</sup> is Debbie Browns retirement.

Regalia orders are due today.

Alumni Award Luncheon March 22<sup>nd</sup> at the Northern.

April 6<sup>th</sup> will be the Alumni Powwow Breakfast at the Northern at 10:00 am