UMC Executive Committee
Notes
October 3, 2013

Present: Chancellor Wood, Barbara Keinath, Peter Phaiah, Kim Gillette, Tricia Sanders, Dan Svedarsky, Soo-Yin Lim-Thompson, Michelle Christopherson, Bill Peterson, Jeff Sperling, Deb Zak, Corby Kemmer, Les Johnson, Andrew Svec, Chris Winjum

Guest(s): None

In these minutes: AQIP Systems Portfolio, Professional Development, Strategic Planning Items, Chancellor Update, Member Updates

AQIP Systems Portfolio – Bill Peterson
Bill informed the group of the timeline for UMC’s 125 page AQIP Systems Portfolio document.
- November 22nd Rough Draft Completed
- February 3rd out to the campus for input
- April 1st campus comments in
- May polishing up, formatting for consistency, etc.
- June 1, 2014 Finished document due

Professional Development for Staff – Barbara Keinath
October 11 is a professional development day for faculty on campus being coordinated out of Academic Affairs. Barbara raised the question after being asked by employees on campus, “What Professional Development Opportunities are available for Staff?” Some discussion took place about what current opportunities are available for staff, how do we make sure those are all communicated, and should more be offered. Chancellor Wood asked Les Johnson to visit with staff for ideas and bring back feedback for future discussion.

Strategic Planning Items – Barbara Keinath
Barbara Keinath probed the group for a date for Strategic Planning. It was decided that Tuesday, January 7, 2014 would be held by Executive Committee as a full day to come together for Strategic Planning purposes. Chris will also be ordering every member a copy of a book about Strategic Planning that is to be read before January 7.

Chancellor Update – Chancellor Wood
- Campus visits by the House Capital Investment Committee and by Senator Terri Bonoff and members of the Senate Higher Education and Workforce Development Committee went well. One more is still coming up in late October.
**Member Updates**

Tricia Sanders - Facilities
- Many projects need to be wrapped up still before winter. It is hard getting contractors for projects with all the competition for jobs in Western North Dakota
- Director of Facilities position is posted.

Kim Gillette – International Programs
- Handed out a schedule of Internationalizing Teaching & Learning, Curriculum workshops happening throughout the year. See Kim if you would like this schedule.

Peter Phaiah – Student Affairs
- Shared the Homecoming activities coming up, and encouraged people to attend
- Informed the committee of the Tailgating/Alcohol consumption policy

Andrew Svec – University Relations
- U.S. News digital badge has been purchased for promoting UMC’s #1 ranking. Andrew will follow-up with instructions on how to use.

**‘Pre-Posted’ Member Updates**
- None

Respectfully submitted by Chris Winjum