Minutes of the Chancellor’s Cabinet Meeting of Monday, August 18, 2014

Present: Les Johnson, Barbara Keinath, Tricia Sanders, Andrew Svec, Fred Wood

Meeting began at 8:30 a.m.

I. No minutes were available for review.

II. LEAN 101 Training—Barbara Keinath introduced the State of Minnesota’s LEAN 101 training. LEAN is the continuous improvement approach that has been adopted by the Minnesota Office of Continuous Improvement (MnOIC). LEAN 101, their introductory workshop, has been available only in face-to-face format. Given the difficulty of getting UMC people to the Twin Cities for a half-day workshop, MnOIC has agreed to pilot a distance workshop. Discussion followed about the 8-10 UMC participants.

III. UMC Center for Economic Development—Preliminary discussion of a possible name of the proposed center for rural economic development took place. Creation of this center would further UMC’s strategic goal of becoming a resource for rural economic development in the region and beyond. The center would become the organizational umbrella office for EDA, CRES, and the NW Small Business Development Center (SBDC) when it moves to UMC in January, 2016.

IV. Table-Top Emergency Exercise—The table-top emergency exercise on an “active shooter” scenario will take place on October 30. This table-top exercise is one of an ongoing series of exercises in emergency preparedness for Cabinet members and selected other UMC members.

V. Employee Engagement Survey Results—Les Johnson reviewed plans for campus discussion of results of the October 2013 Employee Engagement survey. Separate sessions for faculty and staff are planned for early Fall Semester.

VI. Campus Safety Training—Discussion took place regarding safety training for all faculty and staff and availability of emergency guidance in classrooms, office, and open spaces across campus.

VII. Construction Project Process—Topic tabled to a later meeting.

The meeting adjourned at 10:30 a.m.

-- Respectfully submitted by Barbara Keinath