UMC Executive Committee Notes  
March 5, 2015

Present:  Fred Wood, Chris Winjum, Kevin Thompson, Dave Danforth, Soo-Yin Lim-Thompson, Dan Svedarsky, Sue Erickson, Peter Phaiah, Rob Proulx, Tricia Sanders, Carola Thorson, Andrew Svec, Deb Zak, Jeff Sperling, Les Johnson, Corby Kemmer, Kim Gillette, Barbara Keinath

Guest(s):

In these minutes: Update on Partial Tuition Reimbursement Pilot, P-card/My Wallet new process, Wellness Center Update, Electrical Infrastructure Update, Chancellor’s Update, Member Updates

Update on Partial Tuition Reimbursement Pilot – Les Johnson
Les explained that the pilot was approved by the Regents. This is a Crookston campus only pilot which begins with the Spring 2015 term. Les will send an email out to the whole campus with details of the program as well as the reimbursement form to use. This is not an entitlement and this must be approved by ones supervisor. This is a pilot program with a sunset date of December 31, 2019.

P-card/My Wallet new process – Tricia Sanders
There will be a new P-Card reconciliation process. All receipts must be signed and scanned and attached into "My Wallet". Receipts will need to be processed within 30 days of transaction. This new process will begin in April. Talk with Donna or Bridget if you have any questions.

Wellness Center Update – Dave Danforth
The Construction Open House went well, many contractors attended and we are getting bids to start coming in from that. Construction will begin as soon as possible. Keep in mind, construction will have begun before commencement so that area of campus will look like a construction area.

Electrical Infrastructure Project – Dave Danforth
Due to the infrastructure project we will have some power outages this summer. Let Dave know of your summer schedule plans for camps, etc. so he can do his best to work around those. Also, Dave asked for summer project ideas to be emailed to him as he is currently compiling a list of summer projects to review and prioritize.

Chancellor Updates
- Chancellor Wood, Barbara and Tricia went to Minneapolis to present UMC’s budget compact on Thursday (2/26). It was well received, the Chancellor feels they understand UMC’s needs and current situation. The key items highlights for support were the wellness center debt, wellness center operations, scholarships, Title IX initiatives, and retention initiatives.
- Katrice Albert and colleagues visited campus on Monday (3/2). They held various meetings, and everything went well.
- Thomas Anderson was selected Regent for District 7 (UMC’s district). He lives in Alexandria, MN. We will get to know him better over the coming years.
Corby Kemmer – Development and Alumni Relations
- March 27 is Maroon and Gold Madness held at the Eagles Club in Crookston. Everyone is welcome and encouraged to attend.
- The Ramona Mendez scholarship brought in approximately $9,000 in 2 weeks
- The Arizona trip was productive. Approximately 90 alumni/spouses attended the social, 8-9 separate visits as well.

Andrew Svec – University Relations
- FYI – you will see UMC TV advertisements in the region during televised High school playoff tournament games.

Barbara Keinath – Academic Affairs
- The Kaizan group will meet again in April to finalize some things. Then, the process will become part of the normal operating procedures.
- A team of 8 individuals from UMC attending an AQIP Strategy Forum from Feb. 18-20. It was a productive meeting and now this group will be working on action projects.

Kim Gillette – International Programs
- Reminder if students are traveling outside the US, even to Canada, to work with Kim before they leave.

Carola Thorson – Admissions
- We are currently up NHS for Fall and down transfer students, but all in all, good news. Let Carola know if you would like to be included on the email updates on admissions that are sent out from her office regularly.

Dave Danforth – Facilities and Operations
- Reminder, if students are traveling for classes/field trips, they should use University Fleet vehicles. They are not covered under insurance if they are in their own vehicles.

Sue Erickson – Institutional Effectiveness
- 5 HLC personnel will visit UMC campus next fall on November 9-11. More information to follow as we get closer to the date.

Respectfully submitted by Chris Winjum