

## **PRESIDENT'S CABINET MEETING**

### **Minutes**

**Monday, Dec. 11, 2017**

**9-10:30 a.m., SSB 400**

- I. Advisory councils and president's updates – President Janine Davidson, Ph.D.
  - a. Chairs in place; selected for their areas of expertise, proven track records of bringing people together and strong follow through.
    - i. Meeting of chairs last week to sync on philosophy
    - ii. Anyone who wants to have a voice, has a voice.
    - iii. Charters to be presented in January as well as plans of action.
  - b. Not decision-making bodies
  - c. Not designed to replace existing bodies or identity groups, but to help those entities; charged with presenting ideas.
  - d. Not intended to take the place of work that's already being done.
  - e. Kudos to the Music Department for Holiday Card to the City.
  - f. Board of Trustees meeting last week:
    - i. Michelle Lucero stepped down; Jack Pogge is now chair; Barb Grogan is vice chair.
    - ii. Aerobic Club Team named No. 1 in the country; Precision Flight Team in the top three; presented at the meeting.
    - iii. Thanks to Kenn Bisio for hosting a faculty reception.
    - iv. Lots of discussion about budget; MSU Denver gets the least amount of money per student in the state.
  - g. Jan. 4, Joint Budget Committee hearing
  - h. Commencement takes places this Friday (Dec. 15, 2017).
- II. Emergency preparedness – Mark Pokorny, environmental and emergency preparedness manager
  - a. Emergency Preparedness
    - i. The University now has an emergency preparedness committee, which includes Pokorny and other pertinent members from across campus: Braelin Pantel, dean of students and associate vice president for Student Engagement and Wellness; Brian Bagwell, Ph.D., associate professor in the Department of Human Services; Jennifer Bradford, Ph.D., associate professor in the Department of Criminology and Criminal Justice; Nick Pistentis, the director of client services for Information Technology Services; and Tiffany Bathrick, benefits coordinator for Human Resources.
    - ii. Active shooter is top concern.
    - iii. Survey sent out last spring to 3,000 people.
    - iv. RUN.HIDE.FIGHT video shown.  
(<https://www.youtube.com/watch?v=5VcSwejU2D0>)

- v. Every department should have an emergency preparedness plan:
      1. Rally point
      2. Let your co-workers know if you are out sick
      3. Where to hide
      4. How to get in contact with team members
    - vi. If you need a plan template, Mark can provide.
    - vii. AHEC PD provides 90-minute presentation on active shooter training.
    - viii. AHEC Spotlight on Preparedness series; two to three 8-hour seminars
      1. First Aid/CPR
      2. Advanced Bleeding Control
      3. Violent and Aggressive Person
      4. Advanced Cybersecurity
  - b. Cabinet members are encouraged to take this information back to their teams; encourage training and dissemination of information.
  - c. Link to video to go out to all cabinet members.
  - d. RAVE alert system
    - i. When you sign up for classes, are faculty/staff, anytime there is any danger or emergency an email/text/phone call goes out. Reaches 50 percent of campus.
    - ii. Contact info is automatically uploaded from Banner.
- III. Tax reform bill updates – Steve Kreidler, vice president for administration
  - a. Handout with comparison of House and Senate versions
  - b. President Trump is asking for a complete overhaul of tax code.
  - c. House version has several provisions that make college more expensive; opposite of what we’ve been hearing for years.
  - d. David Fine will look into political activity policy.
  - e. MSU Denver Champions
- IV. Round robin
  - a. Steve Kreidler, vice president of administration – presented external audit to BOT, very positive. Financial position has modestly improved.
  - b. Students served as internal auditors; this was a great way for BOT to see student involvement outside of Athletics or the Arts. MSU Denver’s credit worthiness was increased by a notch; we are stable/reliable. In the middle of a very aggressive program to upgrade our ability to attract dollars from the private sector. Will present a plan to President Davidson by the end of January. December health insurance payments will be covered by the trust. Working closely with CCD and UCD to upgrade ID card to SmartCard. Looking at refinancing the HLC bonds.
  - c. Kevin Taylor, Chief Information Officer and Associate Vice President for Information Technology Services– New phone system upgrade in process, fax lines and conference lines. In the process of fundamentally changing the way we report data; enterprise data warehouse. Received bond fee funding and are rolling out upgrades over break; projectors, smart boards, etc.
  - d. Sandra Haynes, Deputy Provost and Vice President for Academic Affairs – Academic Student Affairs ending through many position changes; many supervisory or title changes, in place by Jan. 1. Identity centers will move to

Braelin Pantel's area, Student Academic Success put into new org called Roadways, reporting to Lori Kester's area. Hiring director for Undergraduate Studies to oversee areas that are strictly academic. Focused on students, students, students.

- e. Joshua Gardner, president of Student Government Association Veteran's Airlift over the weekend with CAVA; two flight teams and SGA. Local businesses work together and donate items to veterans for the holidays. Today and tomorrow SGA sponsoring Food for Finals in the Multicultural Lounge in the Tivoli.
- f. David Fine, general counsel – last cabinet meeting, President Davidson tasked David and Braelin Pantel to set up DACA task force; that has been done. Task force is going to be convener of other efforts that are already happening. Puts the official stamp on efforts to the outside world so it is known what is being done. Starting a deeper dive review into policies with Megan Jones, Policy Administrator, Hired an outside consultant to help look at policies and will work in conjunction with campus groups. Starting with professional handbook, which is most significant policy on campus, then looking at BOT handbook. Human Resources functions have moved from Equal Opportunity to HR; interim EO director in place.
- g. Liz Hinde, dean, School of Education – deans are all winding down semester; all academic units are conducting faculty searches. School of Education has Roberto Nava, Ph.D., joining as associate dean. Arts and Sciences was thrilled with Holiday Card to the City.
- h. Cathy Lucas, chief of staff and vice president of strategy – hired Steve Krizman, faculty member, as temporary/interim AVP of Marketing and Communications. Release time from one course to help on a part-time basis. He will conduct a listening tour of academic departments to help with customer service. Web team is working on a revised/refreshed Admissions website. Submitted two op-ed pieces on behalf of President Davidson; Denver Post, on how we are best partner for CDHE Master Plan. Co-authored guest piece with Mayor Hancock and President Davidson to Denver Post and national publications on the importance of DACA students. Thanks to all who participated in investiture focus groups; event will be held in the fall, separate from commencement.
- i. Layton Curl, Professor and Chair, Department of Psychology, Council of Chairs – reviewing spring 2018 schedules to see where classes can be added; reminding all faculty to get grades in before semester ends Thursday at noon.
- j. Dino Hernandez, vice president of Advancement – In the midst of comprehensive restructure in department; nominate positions on HR website. \$2.8 million in cash and pledges closed; the more asked, the more received. Thanks to the 34 percent of employees who have made a gift already before year end. Dino giving his team the last week of December off, but he will be on hand for donation processing.
- k. Myron Anderson, associate to the president for diversity – MLK Peace Breakfast is Jan. 12; nominees for the awards are in; tables just about sold

out. Met with faculty senate diversity committee, looking at effectiveness; 2003-17.

- l. Metza Templeton, Systems Specialist, Office of the Registrar, Classified Staff Council– no updates from classified staff
- m. Evan Bowles, Technology Training & Education Specialist, Council of Administrators, no updates
- n. Matt Makley, Professor of History, Faculty Senate – Senate had final meeting last week; thanks to senators and faculty. Over 60 course modifications, six new courses; thanks to Erica Buckland. Passed resolution in regards to DACA students on campus; did not speak with general counsel or president beforehand. Would like deliver resolution to both. Asking that we support our DACA students by creating work permits on campus; create identification for them on campus. Prosecutory discretion; make our students a low priority. Passed at 97 percent. Waitlist policy is complicated because different programs have different needs. Posthumous degrees policy has been updated at the behest of the commencement committee.