

PRESIDENT'S CABINET MEETING MINUTES

Monday, August 7, 2017

9:00 – 10:30 a.m. SSB 440A

PRESENT:

President Davidson

Matt Makley, President, Faculty Senate

Layton Curl, Council of Chairs

Kevin Taylor, AVP, Information Technology, CIO

David Fine, Interim General Counsel

Metza Templeton, President, Classified Staff Council

Cathy Lucas, Chief of Staff/Chief Communications Officer

Myron Anderson, Associate to the President for Diversity

Steve Kreidler, Vice President, Administration, Finance and Facilities

Liz Hinde, Dean of School of Education for the Deans

Amy Bechtum for Evan Bowles, President, Council of Administrators

Sandra Haynes, Deputy Provost for Vicki Golich, Provost, Vice President for Academic and Student Affairs

Rich Ramos for Joshua Gardner, SGA President

ABSENT:

GUESTS:

None

AGENDA

1. Welcome and Introductions (All)

2. Cabinet Expectations (Dr. Davidson)

Likes to promote a diverse decision making process. Not afraid of different views and debating them. Communication is very important and there cannot be enough. Will make sure that what is discussed here is disseminated to the people that you represent. Don't just rely on the minutes being put out. It is your responsibility to ensure the information gets out there.

3. Organizational Style (Dr. Davidson)

Guiding Principles – Will Strive For:

Trust and transparency

Open communication

Inclusivity

Empowerment – trickled down to the lowest level possible

Open mindedness – Need lots of ideas from each of you.

Good time management and respect – through structure will do whatever can be done to reach as many people as possible. I will be respectful of your time and visa-versa
Balance – work/life, family, etc. Please take vacation time and support your team doing so. No official meetings will start before 9:00 in the President’s office and will end the work day by not starting any meetings after 4:00.

What I Will Look For:

Excellence – continuous improvement

Honesty

3 Cs – Coordination, Cooperation, Clear Communication – this is what you all need to be doing with each other. Do not be silo yourselves off from each other

Initiative – you’re the experts, do not wait for things to come down from the top

Good time management/respect – respect for your time and others

Balance

What to expect from me:

Curious

I will love your crazy ideas – however, I will ask a lot of questions and will challenge you to make your case. Use clear, concise writing.

I will challenge you to challenge me – ‘yes’ people telling us what we think someone wants to hear does not help. Don’t be afraid

Take initiative

Work together

Consensus – is helpful and desired but, not totally required. We can break the ties in Cabinet.

There will be timelines put on things so that things don’t get delayed.

Don’t wait to bring me problems – but, bring suggestions and solutions.

Be awesome

4. Your Input (All)

Questions:

How would you like to be addressed? Dr. Davidson, Janine in informal meetings.

Idea of decentralization, what will that look like? We need to have a task force on this to figure out where the pain points are. Change the rules, not make the rules, out of conviction and not ignorance. Budgeting, processes re: going up the ladder, etc. We need to think very deliberately before making changes because this is a large institution, with a small administrative backbone. We don’t want administrative bloat but people need to be empowered to get their jobs done. Rightsizing.

Feedback from donor: “We need to start acting like a university.” How can we define that? How do we work smarter, not harder? We need to bring the alumni in to that conversation.

Processes are beginning to be developed, re: signature requests, meeting requests, etc. This is an opportunity to tell me something I don’t know, and will illuminate things that

are bubbling up and if you have suggestions on how things can be changed. A form will be required when signatures come to the president's office. There is also an online form for meeting requests in order to assist with organization and tracking purposes.

Shared Governance: It's not just the board in control. It's not just a best practice, it's a good idea. There are things by law that empower the board or the president but if you're not inclusive in your decision making process, the people that are involved are bought in then you're much more likely to proceed. Look forward to meeting with the faculty to discuss. It is also 'shared responsibility'. The students count on us to get it right. The Pentagon was very decentralized and ran very much like a university. Secretary Gates brought the mentality of bringing groups together to bring information to him and embraced shared governance. If the leaders feel like it was their idea then things work much better.

Inclusive Excellence: How do you operate in inclusivity with diversity? University perspective – it's incredibly important for the students to have an inclusive experience. In terms of inclusivity/diversity in leadership – you make better decisions if you have a diverse group at the table helping with those decision. The other end of the spectrum is that the group is so diverse that they can't communicate with each other effectively, so we need to strive for the sweet spot. Faculty that reflect the make-up of the student body.

Updates:

Cathy - Please fill out the survey that was sent via email from Dr. Davidson by August 30th. 4 questions that is being asked of every staff member, faculty and students will receive it later.

Liz – Dean's offices are preparing with hiring, etc. and ready for students.

Layton – Thank you from Council of Chairs. Next week is annual meeting with Provost and Chairs. Shared governance will be brought up in the meetings, funding, and enrollment. Questions: Do we have a strategy to address flat enrollments? (Voters, Govt. for higher funding?) Cultural identity – teaching and research and how will you support that? – One thing that will be focused on is student success that will allow us to grow in everything we need to do from recruiting, enrollment, funding, retention, graduation, etc. Research – I really want to address and look at all angles. We have a mission that we need to adhere to in a changing environment. We need to have a holistic look at research within the entire university. This can depend on the field, the market space, etc. We need to do this deliberately and with support. I'm curious to hear what the faculty has to say about it.

Cathy (Events) – Convocation – Lunden McDonald, Director of First Year Success – event to welcome first time students to MSU are welcomed with their families. Food, music, lawn games. President and Provost will speak. August 17th at 5:30 at PE Center.

First day of classes is August 21st – we will look for ways for Dr. Davidson to walk around campus and engage with students.

August 30th – Vicente Fox, former President of Mexico will be on campus at the King Center. We want to ensure that students attend. There will be a speech and VIP reception afterwards that MSU will be sponsoring and Dr. Davidson will be moderating a panel and there will be a tour of the campus.

MSU Denver Champions Program will be sponsoring a....short version of vision moderated by alums.

Regular video by Dr. Davidson in the Early Bird every Wednesday, social media channels.

Share Insider News Feed with stakeholders.

Faculty – things are quiet now but there is conversation heating up around compensation. 3% inflation rate, are we keeping up? Faculty have worked really hard for less than what other universities offer and we are chronically underfunded. They are not just greedy. University learning outcomes – we voted on a set of outcomes that we feel represent. Possibly broadening conversations to general studies. First meeting of semester is August 23rd at 3:20.

Legal – David Fine is acting GC and is also a partner at a law firm and also served on the Foundation Board. This is a search for a permanent GC. Nick Stancil is Deputy GC. We are attempting to look at the office and the needed resources to make office responsive as possible. This is a good time to let them know if you have suggestion on how they could be doing things. Loretta has moved on to GC of CUNY system.

Sandra – Provost's office – What are you going to do about VP for Undergraduate Studies position? We are looking at options and restructuring as to how to better serve student success, to alumni. Roadrunner Academy is being considered as a title.

Kevin – IT projects re: process improvement and user experience. Major initiative around data access and reporting. VOIP system is replacing current telephone system and is on track and will be completed by December 1st.

Sept. 18th at St. Cajetan's – open forum for campus climate survey. Rich Warrior of ModernThink will present the data, one at 11:00 and one at 2:00. We will also stream and post on the website on the Diversity website. Questions can be direction to Myron Anderson.

Classified Staff Council – preparing meeting agenda for the year and looking for ways to keep the staff engaged.

Administration – AES building will open in two weeks. Go walk through and take a look. Extremely busy with hiring and onboarding employees that come on during this time of year. Treat student employees like employees and not like students. This is a great opportunity for them to learn about the workplace. We have more student employees than full time employees. Budget Task Force has two meetings left on the 11th and 18th. Enrollment will be approximately .5 to 1% increase this year. Last year we had lost a significant percent. Our enrollment follows the exact pattern of employment. We only have \$3m that

we can allocate for everything needed across the university, such as compensation, so we have a lot of tough decisions to make. Research – we do have a consultant that will be here in Aug/Sept that will research grants and needs of students and faculty. The final report will be around December and will be brought back to the group for consideration. We had a record year for fundraising, more than \$7.1m this year, more than any other year. Have gone from 800 to 2100 alums giving and there is a total of \$18m being considered for giving today.

SGA – nothing to report.

Council of Administrators – looking for recommendations for the Budget Task Force meeting.

Question: Megan – Budget Office Manager, Communications – concerns about what our university doing about environment issues, recycling, etc. What initiatives do we have in place? AHEC has a green cleaning policy for green cleaning products. MSU Denver Buildings are all LEED silver or gold certified. There has been a lot more digitizing of documents. Project is working its way through to implement DocuSign. Moving forward with recycling initiatives campus wide. Redoing Sustainability Board. Full time sustainability coordinator through AHEC. We've been involved in discussion with Front Range Renewables, One World One Water. Would like to do a sustainable project in the SSB lawn to create a sustainable park that can be used as a template for all our other buildings.

Adjourn