

## **PRESIDENT'S CABINET MEETING**

### **Agenda**

**Monday, April 9, 2018**

**9 – 10:30 a.m., SSB 400**

- I. Emergency Preparedness committee update – Mark Pokorny, Environmental & Emergency Preparedness Manager
  - a. The committee is: Mark Pokorny, Brian Bagwell, Tiffany Bathrick, Jen Bradford, Braelin Pantel, Nick Pistentis
    - i. They all share a strong desire to make MSU Denver a safer and stronger place
  - b. The Big Issue: exists to help the MSU Denver leadership and stakeholders provide a safe environment for all students, staff, and visitors the facilities. Offer assistance, guidance and recommendations in regards to emergency preparedness. Plan, respond to and recover from a broad range of natural and man-made disasters. Higher education are the 3<sup>rd</sup> most common venue for active shooter events. 70% of the incidents are over in 5 minutes or less; police response time is about 9 minutes. The actions of civilians can be very impactful. Colorado has national attention due to our history with active shooter incidents.
  - c. Two question survey sent out by Jen Bradford
    - i. What's working; most respondents indicated they did not know enough to even answer this question.
    - ii. What's not working; most indicated they felt it would be very chaotic if we had a real emergency on campus
  - d. Mitigation and preparedness: putting things in place to prevent a problem and/or reduce the damage and maintaining them for best effectiveness.
  - e. Where do we need improvement: Threat assessment/analysis, expand current services including training and staffing, improve education and awareness, increase engagement and communication, increase training and drills, establishment of a fully staffed Office of Emergency Preparedness.
  - f. Stephanie will share PowerPoint presentation with President's Cabinet.
- II. Minimum qualifications for Instructional Personnel policy – Dr. Vicki Golich, Provost & Executive Vice President of Academic & Student Affairs
  - a. Earned regional accreditation last year because this came into play the month after; we must do this to meet our accreditation requirements. This version has been vetted and revised, bringing before Cabinet as an informational issue. If you are going to be teaching undergrad students, you must hold a MA, if you are teaching MA students you must hold a PhD. Requirements are spelled out in the document. Tested experience is an

- exception; explained in document. Requires departments to look at their minimum requirements for hiring rank.
- III. What to expect at Commencement – Tiffany Snell, University Events & Protocol Manager
- a. Friday, May 11 at the Denver Coliseum. LAS/School of Ed at 9am, Business and Professional Studies at 3pm
  - b. Cabinet is invited to attend as part of platform party; if you have not rsvp'd and ordered regalia reach out to Holly.
  - c. Parking for volunteers and platform party is free; graduates and guests is \$10
  - d. Enter through door entrance #1. Faculty and staff who are not marshalling are charged for parking. Cathy will work with Steve to see what we can do; we do not want faculty to be deterred from attending, all faculty are encouraged to support students with their attendance.
  - e. SEND THIS PP TOO
- IV. Policy Council update – Nick Stancil, Deputy General Counsel
- a. Thanks to Sheila Rucki and Megan Jones. Council has officially met 3 times, 20 folks on the committee. 5-6 on executive council. Final draft of charter has been circulated to members, should be finalized this Wednesday. In addition, working on a Philosophy Statement. Decentralized process; fairness, consistency, relying on subject area experts. What is formal policy vs. standard operating procedures? Next steps: total review of BOT manual, has not been formally updated since 2007. Animals on campus policy, alcohol consumption on campus policy. Policy office has been working on delegation of certain approvals. Deadline for BOT manual update is end of summer.
- V. Round Robin – All
- a. Kevin Taylor: article in Early Bird about suspicious emails; if you ever see a questionable email forward to [spam@msudenver.edu](mailto:spam@msudenver.edu) Visit booth at Spring Fling next week.
  - b. Josh: getting lots of questions on bi-weekly payroll; not happening for MSU Denver. Professional Development conference May 17.
  - c. Metza: gearing up to do annual elections.
  - d. Anthony: Athletics partnering with Alumni, Rockies and a 3<sup>rd</sup> party, Bump 50/50 to sell raffle tickets at all home games. Jackpot winnings will be split between winner, Rockies and MSU. Contact John Kietzmann or Brandi Rideout. Strategy council steering committee has met (March). Housing has risen to the top priority; sub-committee met April 4.
  - e. Evan Bowles: putting together all-employee field day sometime in May. Collecting nominations for executive steering committee and rep at large. Public Sharepoint site for anyone
  - f. Nick: EO Director search; 3 finalists to campus, encourage all to participate in open forum
  - g. Steve: refinanced HLC project successfully. BTF wrapped up and made recommendations to Dr. Davidson. Retain students! This week the JBC has to reconcile the recommendations; might be a little money left over for us.
  - h. Matt Makley: update curriculum manual, will go forward to Provost and President

- i. Vicki: shout out to all involved in Spring Open House; beat last year's numbers.
- j. Josh: week for student elections and referendums
- k. Liz: lots going on; Dean Foster received an award, College of Business induction last week,
- l. Layton: Council of Chairs had last full meeting last week, admins policy and dept chairs policies on leave, both supported overwhelmingly, developing new online courses
- m. Cathy: Dino and Cathy co-chairing inauguration, September 7, committee meeting last week, weeklong series of events leading up to it, ceremony at 3pm and investiture directly following, then gala. Roadrunner gives back day April 26, need volunteers! Early Bird story with info.
- n. Dino: thanks to Cathy on inauguration. Ongoing need for private philanthropy to meet goal. April 25 is 24 hours of online giving, goal is \$50k.
- o. Myron: Barb Beaty started as new Ombuds person