Cabinet Meeting Minutes

Wednesday, June 12, 2019 | 9:00-10:00 a.m. | UH 004

Attended: Luke Alford, Maggie Angle, Alicia Arant, Abigail Belcher, Seth Bodnar, Cathy Cole, Lucy France, Rozlyn Haley, Kent Haslam, Paul Lasiter, Nathan Lindsay, Chris Palmer, Renee Scott, Paula Short, Kelly Webster, Cindy Williams

UM Minute

- Cindy Williams shared that the UM Foundation received notice from the Council for Advancement and Support of Education (CASE) that UM received an Educational Fundraising Award. UM was recognized for Overall Performance based on the judges’ blind analysis of three years of fundraising data.
- Keila Szpaller at the Missoulian got a promotion to City Editor. UM will have a new beat reporter.
- The Grizzly Scholarship Association tour finished and was a big success.
- CelebrateU was very successful. Staff Senate has received a lot of positive feedback.
- As of noon, Rozlyn Haley will be the new Chair of Staff Senate.
- Thank you to Luke Alford. He has been a source of positive energy and an exceptional leader.

Minutes Approval

- Rozyln’s last name was spelled incorrectly. The correct spelling is Haley.
- Approved

CPRG Update (Paula Short)

- The Campus Preparedness Response Group (CPRG) meets every month to review upcoming events taking place on campus.
- Paula Short shared a spreadsheet with attendees detailing larger groups (20 or more people) visiting campus this summer.
- At present, there are numerous systems being used to track and organize events happening on campus. These include: EMS, StarRez, 25Live, Excel, and Post-it notes. The Registrar’s Office will be transitioning to Coursedog in the near future.
• The goal is to get all campus events into EMS, with the exception of academic events that will be tracked in Coursedog. A campus communication will be sent about this change and whether this should be a UM policy will be discussed.
• Tracking events will be beneficial should there be a critical incident on campus. A daily report will go to Marty Ludeman, Chief of UMPD, so he knows what is happening across campus and who is on campus.
• Paula Short reviewed the UM emergency alert process. Anyone can opt-in to receive UM emergency alerts.
• UM will put together a marketing plan to share information about Regroup, the mass notification system UM utilizes. Chuck Maes will do a similar marketing plan for Athletics. UM will let visitors to campus know about this system and encourage groups to campus to opt-in. UM will also communicate to MCPS so group leaders visiting campus can opt-in. UM will increase messaging about this system at BearTracks, Orientation, etc.
• UM has been conducting response preparedness training. A training will be organized for Cabinet members and CPRG team members. Chuck Maes organizes a similar training for the stadium. Paula Short will ask if Cabinet and other key individuals can be included.
• CPRG group members were asked to participate in a FEMA training. Paula Short will look into including aspects of this in the training the Cabinet receives.
• Going forward, Paula Short will walk Cabinet members through opportunities and events of which Cabinet members need to be mindful once per month. At a future meeting, Cabinet members will also discuss how best to manage the political season and those running for office.

Priority for Action #3
• The engine for growth comes from employees. CelebrateU was a big first step in providing training to employees; UM now needs to institutionalize efforts around employee professional growth.
• There are good conversations taking place about the best structure for this effort. A plan will be shared in the next few weeks. In addition to looking at possible areas of overlap and harnessing Employee Engagement survey results, determining what trainings are most important will be considered.
• In the future, employee onboarding and new employee orientation will be wrapped in to this effort to capture whole experience at UM.
• Alicia Arant, Interim Director of the Office of Equal Opportunity and Affirmative Action (EO/AA), is working with Rozlyn Haley and Andrew King-Ries to take a hard look at annual reporting for EO/AA. They are looking at how best to use annual reporting to improve services. They are also looking at what should they should be tracking. Data will be used to determine the areas that are in need of improvement and information will be shared with in an annual report to educate people about the work of this office.
• UM’s Women’s Leadership Initiative held its relaunch event on Monday. The new class includes a great group of staff and faculty and women from the Missoula Federal Credit Union.

Priority for Action #4
• UM Community Lab will open in summer, 2020. Dr. Rachel Severson is serving as the PI. This effort will include space in the public library where high school students can engage with UM faculty and researchers to solve real issues. The UM Community Lab will include robotics, opportunities for women, etc.
• Civic Engagement is looking at building stackable credentials through our non-profit curriculum. Also looking at building more robust internship program. The goal is to have point person in each college to work with students and community partners.

Priority for Action #5
• Cindy Williams shared the May fundraising total.
• UM Leadership is meeting with Deans on aspects of giving.

Public Comment
• There were no public comments.