Cabinet Meeting Minutes

Wednesday, June 26, 2019 | 9:00-10:00 a.m. | UH 004

Attended: Maggie Angle, Alicia Arant, Abigail Belcher, Seth Bodnar, Marcie Briggs, Cathy Cole, Rozlyn Haley, Ethan Hanley, Jon Harbor, Kent Haslam, Paul Lasiter, Tony Layton, Mark Pershouse, Renee Scott, Sarah Swager, Paula Short, Kelly Webster, Scott Whittenburg, Cindy Williams

UM Minute
- A story was shared about a student who is now completing his residency in radiology in Albuquerque. This student recently shared the impact UM and Griz Med had on him, stating “Griz Med believed in me.”
- Jon Harbor used to have a mustache.
- The 21st Century Teaching and Learning Initiative Conference for MCPS and administrators taking place in the Phyllis J. Washington College of Education and Human Sciences Alice Lund Instructional Auditorium. Conference is focused on inquiry based learning and has been powerful.
- A positive article about UM’s Montana American Indian Math and Science Program was published following a news release distributed by UM Relations.

Minutes Approval
- Approved

Brief Updates
Hiring Process in UApprove
- Marcie Briggs and Tony Layton shared that UM is ready to launch running recruitment and hiring through the UApprove system. HR will run a soft launch over the next few weeks and will then publically announce the change to this process to campus. This system will auto-populate data from Banner, route approvals electronically, track the current location of forms in the authorization process, feed data back into Banner, and generate employee IDs.
- Cabinet members will receive email(s) with more information from UApprove.
- Position information, role description, recruitment information and hiring information will all be accessible through this platform
- Discussion was held about the Day One experience of new employees and how to maximize the opportunity to optimally welcome people to UM.
• Discussed utilizing New Employee Orientation to talk about Priorities for Action. If President Bodnar isn’t available, another senior administrator can attend. Paula Short will work on PowerPoint slides for this.

• New employees are invited to attend the Staff Senate meeting on the last Friday of every month. Discussion was held about extending this invitation to non-staff employees.

Active Shooter Training
• Scheduled for Friday, June 28 for Cabinet and CPRG. About 30 people are confirmed to attend for a tabletop presentation. A live simulation will be held in the future.
• Important takeaways will be for key UM personnel to know where they should be, what they should think about and what they should do.

State of the University
• State of the University is scheduled for August 20th at 11am. Cabinet members were reminded to add this to their calendars.

Priority for Action #1 (Sarah Swager)
• Advisors have been calling all non-registered continuing students. All staff in Student Affairs are reaching out to students they know.
• For the first time, analysis was run to determine students that are likely to return, somewhat likely and not-likely. Discussion was held about the characteristics that place students in each group (academic progress, GPA, amount owed, etc.).
• In July, will generate bills for fall semester and talk to students about concerns regarding paying for classes.
• First-time, full-time students are receiving a big focus in recruitment efforts.
• Housing staff have been very helpful in reaching out to students.
• Conversations are being held with Deans about new retention program so the colleges can be engaged partners.
• Bear Tracks have been enormously successful. 79 students attended the most recent session and more than 400 participated on-line.
• More advisors be will hired to fill existing gaps. Lauren Fern will now be overseeing student success in mathematics.
• UM is participating in Montana Project 10, an OCHE pilot project.
• There is a lot of excitement about the reconfigured orientation and Big Sky Experience. Cabinet members interested in participating should contact Sarah Swager.
• Discussed making the State of the University address available to students via livestream.
• Griz Guides are still needed. Griz Guides is a new program where faculty and staff members adopt a residence hall group to help with retention and improve the student experience. Have 20 people signed up and are hoping for 100.

Priority for Action #2 (Scott Whittenburg)
• Scott Whittenburg shared an update on UM research activity. Research expenditures are down 2.5% (85 million in expenditures). Award volume will be down 10% this year (to $90M).
• Proposal volume is up 8% this year as compared with last year. Sent in $248M, via 69 proposals this year (14 fewer proposals than last year). Working to expand areas in which we look for funding. Scott Mills met with numerous people in Washington, D.C. to explore possibilities.
• In July, presentations will be made to Deans, broken down by college.
• An update was given on the Teaching Excellence Initiative.
• A UM Summer update was provided as well. A press release will be distributed at the end of summer regarding the success of summer program.
• Discussed programs for older learners during summer months.
• UM Online. Working on master service agreement with OPM that was selected.

Public Comment
• There were no public comments.