

**University Cabinet Meeting**  
**February 26, 2024 at 1:00 p.m. – Bump Lounge**

Attendees: Laurie Anderson, Ann Brentlinger, Cedric Collinge, Bailey Ellis, Kurt Katzenstein, Eliza McCallum, Jeff McGough, Angela Mettler, Bryce Nussbaum, Maribeth Price, Jerilyn Roberts, Lance Roberts, Bill Spindle, Katie Wahls, Dawn Weiss, Joseph Wright

1. Administrative Unit Presentation
  - a. Residence Life – Katie Wahls & Bryce Nussbaum
    - i. Building soft skills such as minor maintenance
    - ii. Have been short staffed since 2020; would like to add a Hall Director (instead of area coordinator) for the Rocker Square apartments
2. Academic Department Presentation
  - a. Electrical Engineering & Computer Science – Jeff McGough
    - i. Building bachelor's and master's degrees in Data Science (currently shared at PhD level)
    - ii. Growth with community colleges in Casper and Gillette
    - iii. Newly arrived flight simulators from the FAA (as of 2/22)
    - iv. Senior design – Mechanical Engineering, Biomedical Engineering, and EECS are partnering for next year
3. Approval of minutes from 12/28/23 meeting: motion approved unanimously.
4. Monthly Reports
  - a. Academic Affairs and Enrollment – Lance Roberts
    - i. Graduate Education – Maribeth Price
  - b. Athletics
  - c. Center for Alumni Relations & Advancement – Bailey Ellis
  - d. CSA Council – Angela Mettler
  - e. Faculty Senate – Kurt Katzenstein
    - i. Updating bylaws to include one meeting in the fall and one in the spring with others as needed.
    - ii. Dr. Katzenstein's term as faculty senate chair is up; there will be a new chair starting FA24.
  - f. Finance & Administration – Bill Spindle
    - i. Facilities, Risk, & Services – Jerilyn Roberts
    - ii. Human Resources – Dawn Weiss
    - iii. Information Technology Services
  - g. Marketing & Communications
  - h. NFE Council – Cedric Collinge
  - i. President's Office – Angela Mettler
  - j. Research Affairs – Laurie Anderson

- i. Economic Development – Joseph Wright
  - k. Student Association – Eliza McCallum
    - i. Going through SOAP applications
    - ii. Elections coming up
  - l. Student Development – Katie Wahls
- 5. Old Business
  - a. Inclement weather policy – second reading
    - i. Motion to approve second reading: motion approved unanimously.
- 6. New Business
  - a. Policy first readings:
    - i. Revision of IX-20 Training Requirement in Responsible Conduct of Research (RCR): differs from previous policy in that it requires this in training/onboarding of a new hire where there is an expectation of research in their job description, starting on or after 8/22/24; and participation applies to all grants.
      - 1. Motion to approve first reading: motion approved unanimously.
    - ii. Peer Review of Teaching
      - 1. Motion to approve first reading: motion approved unanimously.
  - b. First reading: campus parking procedures
    - i. Motion to approve first reading: motion approved unanimously.
    - ii. Please email any feedback to Jerilyn before the next meeting.
  - c. First consideration to rescind:
    - i. Policy IX-06 Use of Release Time Funds
      - 1. Suspension of rules to approve in one reading: motion approved unanimously.
      - 2. Motion to rescind: motion approved unanimously.
    - ii. Policy IX-09 Center for Robotics, Artificial Intelligence and Remote Sensing (CRAIRS)
      - 1. Suspension of rules to approve in one reading: motion approved unanimously.
      - 2. Motion to rescind: motion approved unanimously.

Motion to adjourn: motion approved unanimously.