

Metropolitan State University
Alumni Association Board Meeting

March 31, 2020, 4:15 – 6:00 p.m.

Via conference call

Board members attending: Sandy Best, Steve Campos, Ron Edlund, Scott Pilgram, Carmen Shields, Andrea Steen, Nancy Uden, Shanasha Whitson

Staff attendees: Ginny Arthur, Rita Dibble, Kristine Hansen, Noriko Ramberg

Kristine Hansen convened the meeting at 4:22 p.m.

University update by president Arthur:

- Since February 26, the university's pandemic planning team has been working diligently to update the pandemic plan to respond to the COVID-19.
- The Chancellor suspended all business travel.
- The university reacted quickly and smoothly by converting and enabling most employees to work remotely. All the courses are now taught online.
- Our focus is to keep in touch with our current students and prospective students. We are making our facilities accessible for students and faculty who need computer access by opening up the library, the Student Center and computer labs in 3 campus locations while enforcing the safety guidelines.
- Metro State's food pantry is available for students by pre-packaging the items and making them available for pickup.
- Student Affairs staff are collecting and cataloguing resources for students offered by community services. They also support students by providing counseling, tutoring, advising, and student-life services online.
- There were two suspected cases of COVID-19 on campus to-date among employees. They practiced self-quarantine for two weeks. With the assistance of an environmental hygienist and custodians, the university is being disinfected and cleaned thoroughly each day.
- To-date, the university has not received any cases reported from students.
- The most updated university's response to COVID-19 can be found at <https://www.metrostate.edu/notices/covid-19>
- As of right now, summer and fall enrollment are substantially behind what the university would normally expect to see due to so much uncertainty for current and prospective students. It has been decided that all summer classes will be taught online. We are still in discussion on how to mitigate the impact of COVID-19 on overall student enrollment.
- Although it may not be enough, the university should benefit from the federal education stimulus relief because of the higher percentage of Pell Grant-eligible students and the fact that we are categorized as a minority-serving institution.

Approval of notes from January 28 meeting:

Motion to approve the notes moved by Sandy Best, seconded by Andrea Steen, and the motion passed by a unanimous vote.

Financial Report:

- *Income*
 - As of 2-29-2020, 73% of projected income has been received.
 - With the postponement of commencement, we likely will not yield all of the commissions that we projected.
- *Expense*
 - Fifty-seven percent of the total allotted expense budget has been spent to-date.
 - Due to the cancellation of planned spring events and meetings, we do not anticipate exceeding the projected expenditure.

Motion to approve the financial report moved by Ron Edlund, seconded by Carmen Shields, and the motion passed by a unanimous vote.

University Advancement report by Rita Dibble:

Dibble shared the following updates:

- As of 12-31-2019, University Advancement (UA) raised over \$1.4 million in cash, towards a goal of \$1.2 million for this fiscal year.
- Spring direct mail solicitation was mailed out two weeks ago, and we have not slowed down on our fundraising activities.
- The need for emergency fund for students is eminent in this climate, especially for paying rent. The emergency funds we have in place are:
 - Nancy and Roger McCabe Military Fund
 - Kopp Emergency Fund
 - SAFE Fund (Student Assistance Fund for Emergency)

We have about \$25,000 in those emergency funds in total, and we eased up on the criteria for the SAFE Fund for students unable to pay their rent and continue to raise money for that fund.

- The Alumni Association Endowed Scholarship is funded through several sources for the annual allocation including the commission revenues from Liberty Mutual and Herff Jones. Although the fund has been supplemented by the Foundation operational fund in the past to make it an annual \$2,500 award, it has become difficult to maintain the award amount due to shifting of the available funds as a result of the COVID-19 and the current economic downfall.

For this fiscal year on until 2025 when the endowment matures to the point it produces \$2,500, we need to offer a smaller award amount of around \$500.

Updates on 50 Conversations and *buzz* magazine:

- To-date, we had 32 conversations.
- We will not hold any meetings in April. Hansen is working on ways to have a virtual meeting in May.
- The production of *buzz* magazine is on track with the editorial changes acknowledging the current situation. It is important that we note our alumni in medical and IT fields are properly acknowledged for their services during this difficult time.

New Business:

- Updates from Jen Augustson, the chair of the Advocacy Committee of the Foundation Board:
 - Held a Citizen Lobbying session hosted by Sen. Sandy Pappas on November 12, 2019

- Co-hosted the Breakfast at the Capitol on February 28, where the following requests were presented for legislative support on behalf of Minnesota State:
 - Support for supplemental operating budget request
 - Expansion of the cybersecurity program
 - Capital investment request for the Management Education Center
 - Capital investment request for the Center for Innovation and the Arts at North Hennepin Community College

There has not been much attention paid to our bonding proposals due to the COVID-19 crisis; the committee will keep monitoring the situation and hope to update the board on the progress accordingly.

Augustson extended the invitation to the Alumni Board members to join the Advocacy Committee. They would appreciate the board's input and the opportunity to create a stronger connection with them.

- Event updates:
 - Scholarship Celebration, scheduled for April 4, has been canceled. The office is working on a plan to deliver the contents virtually.
 - Honoring Veterans event, scheduled for April 2, has been put on hold, with the intention of rescheduling at a later time.
 - Commencement has been postponed to Saturday, August 15.
 - The President's Outstanding Student Reception has been postponed to August 8.
 - Events Committee phone meeting will be held soon to discuss the summer events.
 - Volunteer Appreciation event, scheduled for May 27, has been postponed until fall.
- Discussion of the Board Matrix—postponed until September meeting
- Board prospect, Kjersten Jaeb, is not yet committed due to work commitment.

Hansen adjourned the meeting at 5:21 p.m.

Respectfully submitted,
Noriko Ramberg, Office Coordinator