From the Chancellor
By Dr. James Limbaugh

As 2013 moves toward its final days, I want to extend my sincere appreciation to the entire MSUN community for your commitment to MSUN and to our students. As a result of your dedication this past year, we have many accomplishments of which we should justifiably be proud:

- Posting the highest percentage of enrollment increase of any four-year institution in Montana;
- Increasing our first-year to second-year retention rate by 6.46% in only one year;
- Seeing four of our five NAIA athletic teams attain national ranking;
- Continuing our emphasis on facilities renewal, including the stabilization of Donaldson Hall and the renovation of the tennis courts;
- Completing a prioritization of all our academic offerings;
- Receiving a $1.7 million workforce development grant;
- Opening the Learning Success Center;
- Moving toward a new Auto-Diesel Technology Center with $4.9 million from the State Legislature and the initiation of the silent phase of a capital campaign;
- Gaining approval from the Board of Regents to invest over $270,000 in technology upgrades for administrative offices, computer laboratories, and classrooms;
- Initiating the first steps to expand the university's wi-fi capabilities.
Most importantly, however, is the pride and enthusiasm that surfaces in my conversations with students, faculty, and staff-and within the community, who feel such a strong allegiance to MSUN. Thanks to your efforts, we have made significant progress in moving toward achieving our vision of a "supportive, student-centered environment" marked by "a unique mix of academic programs...responsive to local, regional, and state workforce needs."

Trish and I send our warmest wishes to you and your families for a joyous holiday season.

This Week on Campus

Annual Christmas Tree Lighting

The annual MSU-Northern Christmas tree lighting took place this Wednesday in the Cowan Hall main entryway. Like previous years, faculty, staff, and students gathered for a brief address from Chancellor Limbaugh and welcomed in the Christmas season. Business professor Heather Thompson and her two daughters Tegan and Delilah threw the switch to light the tree.
This week Northern hosted an ugly sweater holiday dinner. Everyone who wore an ugly sweater had a chance to win a prize for the ugliest sweater. The scrumptious buffet layout attracted many members of the Northern family and in the midst of all the socializing and holiday cheer, Santa arrived to surprise the children with candy. The event was a night to remember.

Five Finalists Announced for MSU-Northern’s Provost Position

MSU-Northern announced five finalists for Northern's Provost and Vice Chancellor for Academic Affairs position. They are: Ronald Hy, Larry Strizich, John Shoup, William Rugg, Michael Oudshoorn.

The 12 person Provost Search Advisory Committee has been working since October to find the best possible candidate to assume the role of Provost for MSU-Northern. The committee reviewed 50 applications and conducted telephone interviews with 15 of the candidates before they decided on the five finalists to bring to campus. The community will have a chance to meet each of the candidates.

Those meeting times are as follows:
- Ronald Hy - December 2, at 2 p.m. - Hensler Auditorium
- Larry Strizich - December 6, at 2 p.m. - Hensler Auditorium
- John Shoup - December 9, at 2 p.m. - Hensler Auditorium
- William Rugg - December 11, at 2 p.m. - Hensler Auditorium
- Michael Oudshoorn - December 16, at 2 p.m. - Hensler Auditorium

"I was very pleased with the number and quality of the applicants. The requirements on the Notice of Vacancy held qualifying candidates to a very high standard," said Greg Kegel, Northern's Dean of the College of Technical Sciences and Chairman of the Provost Search Advisory Committee. "The five who will be interviewed are practiced educational leaders with experience that touches all aspects of our campus," Kegel said. "At the same time, they do bring different approaches and it will be important for the Northern and Havre communities to get a chance to see them and to weigh in on which would be best for our campus."

People attending the meetings will be encouraged to fill out an evaluation form for each of the candidates. The search committee will compile the comments and a list of pros and cons on the finalists that will be
sent to the chancellor for his review. He will make his selection based on those comments as well as his own interviews with the candidates. The plan is to have the position filled by January 1, 2014.

**Ronald Hy** is currently the Associate Provost for Academic Excellence at University of North Texas at Dallas. Hy has a Ph.D. from Miami University, a M.A. Central Michigan University, and a Bachelor of Science degree from Central Michigan University. Hy has also been a Professor and Dean for the Department of Political Science at Texas A&M University; and a Professor and Chair for the Department of Geography, Political Science, and Sociology at the University of Central Arkansas.

**Larry Strizich** is currently the Chair & Professor of Engineering Technology & Computer Information at Montana State University-Northern. Strizich has an Ed.D. in Higher Education - Teaching from Montana State University, (Bozeman) Masters of Engineering in Computer Engineering from the University of Idaho; Master of Science degree in Industrial and Management Engineering (software) from Montana State University; and a Bachelor of Science in Electrical Engineering from University of Colorado. Strizich has also been a Professor in Electronics and Computer Engineering Technology at MSU-Northern and a Surface Line Officer in United States Naval Reserve in NRC Great Falls.

**John Shoup** is currently the Dean for the School of Education at California Baptist University. Shoup has a Ph.D. in Education with a concentration in Educational Administration and Policy Studies from the University of California, a Master of Arts in Counseling Psychology and Master of Divinity from Trinity Evangelical Divinity School, a Bachelor of Arts in Social Work from the University of Montana. Shoup has also been a Professor in the School of Education at California Baptist University and a Principal at Arrowhead Christian Academy.

**William Rugg** is currently the Provost and Vice President for Academic Affairs at Northeastern State University. Rugg has a Ph.D. degree in Higher Education Administration and Student Services from The University of Mississippi, M.S. degree in Speech Communication and Broadcasting from Utah State University, and a B.A. degree in English and Theatre from Barrington College. Rugg has also been a Chief Educational Consultant, Board Member, and Online Faculty Member for The CXR Customer Experience Institute; and Chief Academic Officer for the Prospect Education/Charter Colleges.

**Michael Oudshoorn** has been the Dean of Academic Affairs at DeVry University. Oudshoorn has a Ph.D. in Computer Science from The University of Adelaide, (South Australia) a B.Sc. in Hons I and Computer Science from The University of Adelaide. Oudshoorn has also been an Interim Associate Dean of Liberal Arts and Sciences at DeVry University, and a Professor of Computer Science and Chair of Department for the Department of Computer Science at Montclair State University.

**Northern Plans for Computer & Wireless Network Upgrades**

By Carlo Dacumos, Chief Information Officer

It is an exciting time at Montana State University Northern! The Information Technology Services (ITS) department has been working hard to plan several campus-wide technology upgrades. At the November Montana Board of Regents meeting, the Regents approved two MSUN proposals to invest $270,000 in technology upgrades at our University. Included in these upgrades are six new smart classrooms and four mobile smart carts which will enhance teaching and learning in selected classrooms. Additionally, ITS will be upgrading all lab and classroom computers five years old or older.

Other technology upgrade projects include computer upgrades on the Lewistown campus and the upgrade of the wireless network at the Northern campus including wireless expansion to the residence halls. We plan to have wireless access available in MacKenzie Hall by the beginning of the Spring 2014 semester, and in Morgan Hall by May 2014.
The holiday shopping season is now in full swing. Most of us will be purchasing gifts over the Internet and receiving numerous advertisements in the form of emails. It is important to keep in mind that there are those in cyberspace with nefarious intentions. Please be on guard for suspicious emails and websites. You should also take time to keep your antivirus software updated. The following links will bring you to two documents that contain great information on computer and data security threats. They are written in plain English and do not overuse technical jargon. I encourage you to review both.


As a reminder, I recommend all students, staff and faculty save files to their home directories, or Z: Drives. Files saved to the Z: drive will not be affected by computer failures. This is particularly important for students using lab or classroom computers. Files should not be saved to lab or classroom computers’ “My Documents” or other local folders.

Have a safe and happy holiday season!

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Important Announcements

**Students- Spring Semester Bills Available for Viewing Next Week**

Students, your Spring Semester 2014 bill will be available for viewing on 12/10/13. Please remember to confirm your attendance and make your payment arrangements prior to January 3, 2014 in order to avoid late fees or class cancellation. For more information about your payment options, visit: www.msun.edu/busserv or give us a call at 406-265-3733.

**2014-2015 Scholarship Applications are now Available!**

Continuing students have the opportunity to apply for scholarships for the 2014-2015 school year. Current students may apply online by logging into Banner Web-MyInfo or by completing a paper version of the form at 2014-2015 Scholarship Application. Certain scholarships require additional applications. These applications are available at Additional Scholarships or in the Financial Aid Office (Cowan Hall Room 213).

Last year we awarded almost $154,000 in our continuing student scholarships, so please take the time to complete your application. We encourage you to apply online to try and stay as earth-friendly as possible. Please contact the Financial Aid Office at 406-265-3787 or finaid@msun.edu with any questions.

The deadline for applications is **January 31th, 2014**.

**Attention Faculty:**

The end of the semester is quickly approaching, and it is time to think about end-of-term grading. Web grading is now available for faculty and will be open until Tuesday, December the 17th at noon, when all grades are due. If you need any assistance, please call the office at 265-3703. We are happy to help!

**Finals Schedule**

**Class is on M W F at:**

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<th>Time</th>
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<td>10:00 - 10:50</td>
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<td>11:00 - 11:50</td>
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<td>12:00 - 12:50</td>
<td>Wednesday 8:00 - 9:50</td>
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<td>1:00 - 1:50</td>
<td>Thursday 8:00 - 9:50</td>
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<td>2:00 - 2:50</td>
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**Class is on T Th at:**

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<tr>
<td>8:00 - 9:50</td>
<td>Thursday 10:00 - 11:50</td>
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Evening Classes: Final examinations for evening classes are given at their regular class meeting times.

**News From the Career Center**

Are you graduating in December and need help finding full time employment? Or perhaps you need some co-op credits for spring and summer semesters. Let the Career Center help you! If you are graduating in this month, you may need help with job search details. The Career Center assists with job searches, resume and cover letter writing, and we can even conduct a mock interview so you are well prepared to shine when you sit in front of a potential employer competing for your dream job.

If you need a spring and/or summer co-op, come to the Career Center as soon as possible. We can assist with your profile on CareerExpress and work with you and your advisor to register you for this valuable learning experience. Please stop into 213 Cowan Hall and ask for Jennifer Henderson or Mary Heller in the Career Center!

Career Quote for December: "The quality of a person's life is in direct proportion to their commitment to excellence, regardless of their chosen field of endeavor." - Vince Lombardi

**Finals Week Bookstore Sale**

The Northern Bookstore is extending their 20% off apparel deal through finals week. Be sure to stop in and stock up on your Northern gear. Don't forget; Northern clothing can make great Christmas gifts, so swing by with your family's sizes, and pick up the perfect gift for the season.

**Book Buyback**

Bring your unwanted textbooks to the MSU-Northern Bookstore next week December 9-13 between 9 a.m.-1 p.m. and they will pay you up to 50% of the value of your book. Current student ID is required. They will buy your books even if you purchased them online. Bring all CD's DVD's and supplemental materials purchased with your textbooks. Use this link to determine how much your books are worth: [http://bookstore.msun.edu/sell_main.asp](http://bookstore.msun.edu/sell_main.asp)
New Transit Schedule

Purple Line
In-Town Route

North Central Montana Transit

Pocket Village Mall
Kmart
11th Ave.
Hiltsley Apt.
NEC Bus Barn
NW 2
NW 1
10th Ave.
Hiltsley Apt.
Kmart
Walnut

Purple Line ($1 Fare)
In-Town Route (Monday - Friday)

<table>
<thead>
<tr>
<th>Morning Route</th>
<th>Afternoon Route</th>
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<tbody>
<tr>
<td>NEC Bus Barn (1000 Hvy 2 E)</td>
<td>11:00 am</td>
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<tr>
<td>Hiltsley Apt.</td>
<td>11:05 am</td>
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<tr>
<td>Shop &amp; Go IGA</td>
<td>11:10 am</td>
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<tr>
<td>NEC</td>
<td>11:15 am</td>
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<tr>
<td>NEC-Hiltsley St.</td>
<td>11:20 am</td>
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<tr>
<td>Northern MT Hospital &amp; Bullhook Clinic</td>
<td>11:25 am</td>
</tr>
<tr>
<td>Gateway West Ave &amp; 10th St.</td>
<td>11:30 am</td>
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<tr>
<td>Hiltsley Apt.</td>
<td>11:35 am</td>
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<tr>
<td>Holiday Village Mall</td>
<td>11:40 am</td>
</tr>
<tr>
<td>Kmart</td>
<td>11:45 am</td>
</tr>
<tr>
<td>Shop &amp; Go IGA</td>
<td>12:00 pm</td>
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Courtesy stops can be made at Eagles Manor and the Havre Senior Center upon request. Contact NCM Transit at 265-4762.

We Love Northern Ball

Four Ways to Give:

- Become a Ball Sponsor or Ball Patron
- Become a Table Sponsor for the Ball
- Buy a ticket to the Ball
- Make a contribution

For more information call: 265-3720
Non-Discrimination Notice:
Montana State University-Northern does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Director of Human Resources
Cowan Hall, Room 208
Montana State University-Northern
P.O. Box 7751
Havre, MT 59501
(406) 265-4147 (work)
(406) 265-3530 (fax)
hr@msun.edu

This posting is in accordance with Title VI: 34 C.F.R. 100.6(d); Title IX: 34 C.F.R. 106.9(a), 106.9(b); Section 504: 34 C.F.R. 104.8(a), 104.8(b); Title II: 28 C.F.R. 35.106

Upcoming Events

2013 MSUN Cowboy Christmas
The MSU-Northern Rodeo Booster Club and team are currently planning their annual Cowboy Christmas Dinner/Auction. This event is the Rodeo Team’s primary fundraiser of the year, and all benefits are used toward financing MSU-N Rodeo team travel expenses, practices, and scholarships. Cowboy Christmas is an all-you-can-eat prime rib dinner followed by a live auction and dance. There is also a silent auction, raffle items, door prizes, games, and a poker table throughout the evening. We have some great items donated by generous MSUN rodeo supporters. Auctioneer/MC for this year will be announcer Ray Champ. Your purchase of an admission ticket also puts your name into a raffle for a free trip to the circuit finals in Great Falls.

Please come for a great time, and support MSUN rodeo! The event will take place on Saturday December 7, 2013 in the SUB Ballroom. The evening will begin at 5:00 p.m. when the doors open for the no-host cocktail hour. Dinner will be served at 6:00 p.m. with the live auction at 7:00 p.m. The cost for the event is: $60/couple, $35/single, $240/table of 6 (perks w/tables). If you have any questions, please call Doug Kallenberger at 262-2422 or Karene Faber at 265-1241.

Piano and Pipes - Dec 8
Get in the holiday spirit with a dose of holiday music this Sunday, December the 8th at 2 p.m. The annual Pianos and Pipes concert will feature the MSUN Community Choir along with other local musicians. The concert will be held in the First Lutheran Church at 303 6th Avenue in Havre. The concert admission is free, but please bring a non-perishable food item to be donated to the Havre Food Bank. Come see what musical talent thrives along the Hi-Line!
This week in Athletics
By Laramie Schwenke

The Lights football team had four players receive All-Conference honors for the 2013 season. John Jansen, a junior tight end from Broadview, MT received 2nd Team All-Conference Offense. Orin Johnson, a senior wide receiver from Cut Bank, MT received 2nd Team All-Conference Offense and 2nd Team All-conference Special Teams. Tanner Varner, a senior defensive back from Baker, MT received 2nd Team All-Conference Defense, and Jordan Van Voast, a senior linebacker from Havre, MT received 2nd Team All-Conference Defense.

The Lights basketball team lost an exhibition game to NCAA Division II Montana State University-Billings 41-76 on November the 22nd and beat the University of Jamestown 69-57 on November 24. The Lights beat Carroll College 60-57 last Saturday night in the Armory. The game was the first conference game for the Lights, but they will continue their pre-season schedule when they travel to Camrose, Alberta for two games against the University of Alberta-Augustana. Tip-off times are set for 8 p.m. on Friday and 3 p.m. on Saturday. The Lights are 1-0 in the Frontier Conference and are 8-2 overall. In the latest NAIA National Poll the Lights are ranked #24.

The Skylights basketball team played an exhibition game against NCAA Division II Montana State University-Billings and lost 76-59 last week in Billings, MT. The Skylights returned home and beat Carroll College 52-42 last Saturday night. This was the first conference game for the Skylights, but they will also continue their pre-season schedule as they join the Lights on the road trip to Camrose, Alberta to face the University of Alberta-Augustana. Tip-off times are set for 6 p.m. on Friday and 1 p.m. on Saturday. The Skylights are 1-0 in the Frontier Conference and 7-0 overall.

The Lights wrestling team won two duals on November the 23rd and 24th in Couer d’Alene, Idaho. The Lights beat Doane College 46-6 and Simon Fraser 33-15. Individual results can be found on the wrestling page under the schedule and results tab on the MSU-Northern athletics website. The Lights will compete in the Battle of the Rockies Duals in Great Falls on Friday. In the latest NAIA National Poll the lights are ranked #2.
@ Your Library
By Vicki Gist

With the semester over, are you looking for some "fun" reading? The library has many new books to choose from. New fiction titles include *Light of the World* by James Lee Burke, *Sweet Thunder* by Ivan Doig, and *Songs of Willow Frost* by Montana author Jamie Ford. Nonfiction titles include *Stories from Montana's Enduring Frontier* by John Clayton, *Five Old Men of Yellowstone* by Stephen Biddulph and *I am Malala* by Malala Yousafzai. Movie fans can checkout Suzanne Collins' *Hunger Games* series. Watch for new books by local authors Gary Wilson (Adventure Tales of Montana's Last Frontier) and William Thackeray (Combining Chaos) to be hitting the library shelves soon.

Do you enjoy listening to audiobooks and reading e-books? Check out Montanalibrary2go.org. This database includes thousands of popular and classical fiction and nonfiction titles. Select the title you want to read, choose MSU-Northern from the library list, and then use your NetID/D2L username and password to download the book. Since many of the popular titles do have wait lists, place holds on the books that you want to read. You will receive an email when your book is available.

Good luck on Finals and Happy Holidays!

From Your Learning Success Center
By Ligia Arango

Merry Chrismath to you all!

The Computer Corner
By Marianne Hoppe

**OneNote 2013**
**How to Get Rid of the Clipping Tool**

OneNote 2013 has a new clipping utility for snagging screenshots, notes, and other bits from the web and other office apps. While this tool can be a huge time-saver, if you don't use it, it can be really annoying. If you're among those who'd like to be rid of it there's good news: It's easy to stop it from opening every time you start OneNote, and easy to get back if you need to use it.

Down in the left hand corner of the Clipping Tools window there is a check box labeled "Start with OneNote". Simply check the box and then click **Exit**. You can re-open the Clipping Tools window at any time clicking **View** then **Send to OneNote**, or by holding down the **Windows Key** and pressing **N** on your keyboard.

A Pinch of Salt
By Kimmi Boyce

**Yuletide Rituals**

Does your family have a list full of Christmas traditions, or does your family have the tradition of "going with the flow" every year? Many families embrace various customs this time of year. If you don't have any Christmas customs, or would like to add more to your joyful arsenal of yuletide glee, read on.

Here's a list of some fun holiday traditions to try:

1. Customize an ornament to symbolize the most recent year. Reflect on the major events of the year. Maybe you got engaged or married, had a baby, bought a house, graduated, started a new job, travelled overseas, celebrated a special anniversary, or retired this year. Commemorate that special event by personalizing an ornament. You can get really crafty and make your own ornament, or simply dress one up with a sharpie indicating the year's event. Year after year you'll be able to remember the big events in your life when you decorate your tree.

2. Host a cookie baking party. You don't have to be an avid baker to host a baking party once a year. Get together with family and/or friends and make a huge mess in the kitchen and churn out some delectable Christmas sweets.
3. Study a new cultural tradition. America's a melting pot of cultures from across the globe. Start with the traditions of a nationality you're a descendant of. Find a ritual your ancestors may have celebrated and try it out! After you've tried something from each of your ancestors' countries, branch out and learn about the other countries' customs. You may find something so interesting and fun, you decide to blend it into your annual practices for years to come.

4. Go caroling. This is an old tradition many people still try to incorporate into the holidays each year. Even if you don't want to go door to door in the frigid Montana night air, you can brighten someone's night by singing at a care center, nursing home, or assisted living establishment. Spread the Christmas cheer!

Whatever you choose to do this holiday season, be sure to stay thankful for the many blessings we have as free Americans, love on your loved ones, and have a merry little Christmas!

Mission Statement

"MSU Northern, a teaching institution, serves a diverse student population by providing liberal arts, professional and technical education programs ranging from certificates through master's degrees. The university promotes a student centered and culturally enriched environment endorsing lifelong learning, personal growth and responsible citizenship. The university partners with a variety of community and external entities to enhance collaborative learning, provide applied research opportunities, stimulate economic development and expand student learning experiences."

MSU-Northern does not discriminate on the basis of race, color, national origin, sex, or disability.