

ASF Meet and Confer Notes Thursday, October 1, 2015

Meeting Chair –President Davenport

I. Information Items

A. Review of Notes

1. No suggestions were made on the notes from last month.

B. MSU President's Report (R. Davenport)

1. Nov 17, from 2-4:30, there is a senate bonding tour on campus. Room location will be coming. There will be various municipalities that will be here to work through about 4-5 bonding issues while they are on our campus. They will be giving a tour of the clinical sciences building.
2. There are 4-5 searches going on right now. A replacement for K. Clark will be filled by an interim search. An announcement will be coming out on Monday.
3. There is a search for a permanent Vice President for Advancement, chaired by R. Straka.
 1. A search firm has been hired to assist with this search.
 2. The goal is to have on-campus interviews right after Spring Break.
 3. Given the departures in Advancement, it is important to get these searches in order.
4. Vice president for Information Technology, and the Dean of Extended Learning, and the Dean of Arts and Humanities are also searches that are happening.
5. More information after next week regarding Charting the Future. It seems to be going well so far, given uneasiness at the onset.
 1. The newest initiative is to review advising systems and come up with a new plan to address the issues. We are ahead of the curve on this given our previous work on our advising program.

C. MSUAASF President's Report (J. Clarke)

1. Many members involved in the National College Fair and Career Expo.
2. We are excited that our contract was approved, and are sensitive to our colleagues whose contracts were not approved.

D. Vice President Student Affairs & Enrollment Management Report (D. Jones)

1. Thanks to everyone for events going back to Homecoming.
2. Prospective student numbers are looking very high for next fall. Some adjustments to events have been made given that unexpectedly high interest rate.
3. We are running 25% up in applications. While Dr. Jones does not think this percentage will be maintained, this is a big success and puts us ahead of last year at this time.
4. Annual survey of college awareness at the State Fair mentioned us as second, behind the U of M.
5. FYE numbers are down .7%, which is within the anticipated range.
6. Retention is slightly down.
7. We measure up strongly compared to our system schools.

II. Discussion Items

A. Budget (R. Straka)

1. BESI (includes comments from D. Snaza)
 - i. 58 people who applied for this.
 1. 2 rescinded after submission
 2. 6 were not eligible
 3. 50 were eligible

4. 31 BESIs were offered, based on savings.
 - a. \$10,000 or more savings was the bottom line offered.
 - b. These offers were widely spread through the bargaining units:
 - i. 15 IFO
 - ii. 3 MSU
 - iii. 3 AFSCME
 - iv. 3 MAPE
 - v. 3 MMA
 - vi. 3 Administrators
 - ii. This is about a \$1.2 million offer.
 - iii. If they all accept this will resolve about 1/3 of our budget challenges through BESIs.
 - iv. These folks are helping the university a great deal.
2. The tied decision on our classified contracts means that in 30 days, these contracts go into effect if there is no further movement.
 - i. It'll be January before we'll know the final cost of the contracts.
3. Enrollment this year is down about a ½ percent, but we planned for 1%, so this is good news as well.
4. We will have future challenges for next year, but this year is working out positively.

B. HR Topics (D. Snaza)

1. Human Resource Vacancies
 - i. (J. Clarke) Offered a few corrections that need to be addressed.
 - ii. (R. Wheeler) Asked a question about approaching dates. Revisions will be made.
 - iii. (S. Murray) The State ASF board has shared that extending fixed terms to a 3rd year will not be looked at favorably moving forward given trends that need to be corrected.
2. Holiday Calendar
 - i. Please consider proposed dates and get that information back to HR quickly. MMB has a new timeline so we'll be pushing this out two years moving forward so we can meet deadlines.
3. Contract Rollout:
 - i. Dec 11th: Adjustments will be effective on ASF paychecks on this date.
 1. This includes new rate and back-pay to July 1st.
4. Professional Development Day
 - i. Idea: Supervisors Workshops, Civility campaign, and Empathy in the Workplace are themes that we are proposing for that day. We are looking for feedback on this new approach. This might increase numbers for sessions, or repeating the number of presentations.
 - ii. We are hoping this change will increase faculty and staff attendance at these workshops.
 - iii. (S. Murray) We can seek feedback on this from our membership.

C. HLC Visit Preparations and Assurance Argument Review (J. Roca/A. Lassiter)

1. See handout related to the Assurance Argument
2. We do this due to financial aid implications related to the Federal Government.
3. The Federal Government spends significant money on higher education, therefore they are invested in making sure those funds are used appropriately.
4. Our institution was accredited in 1916, 100 hundred year anniversary is coming up.
5. L. Akey is the other co-chair. There are 24 people on the committee—see handout for a list of names.
6. There are 5 criteria of assurance that we need to meet.

7. **Request: Look at criteria #3, which is related to teaching and support, this is most relevant to Student Services Areas.**
 - i. Search for HLC in the search box on the MSU website that will bring you to a SharePoint site of related information. This is open to MSU constituents. There are places to comment through the website. Community members can also comment, directly to the HLC.
 - ii. Comments showing if we met the criteria are the most helpful.
 - iii. Let the committee know if a piece of evidence is missing.
 - iv. November 25th is the deadline to submit feedback.
8. January: Survey will be emailed to students which takes about 5 minutes of their time.
9. March 28-29 is the on campus visit.
10. Thank you to all members for their hard work on this.

D. Diversity Education Requirement (B. Fleischman)

1. See handouts:
 - i. The Administration's Response
 - ii. Proposed Steering Committee and Pilot Project
 1. This assesses purple and gold initiative and simultaneously putting together a steering committee with campus wide representation.
 - a. Pilot Project will have two phases.
2. (S. Murray) Will we be moving forward with pilots? I'm concerned that the assumption is that we are starting after the discussion point related to the purpose of this initiative. We have not been included in those discussions.
3. (J. Clarke) We feel that this is moving forward at a later stage than initial discussion at the last meeting.
 - i. (B. Fleischman). The pilots are suggested and proposed to the new committee, which has fair representation. The steering committee will be able to decide how to proceed.
4. (S. Granberg-Rademacker) What is the purpose of the steering committee?
 - i. (B. Fleischman). This provides some form, but it is flexible. The steering committee can come together and move forward with the pilots if they desire.
5. (R. Davenport) These types of conversations have been happening for over a decade. The Diversity Commission approached me about a plan for a no-credit diversity requirement. They started working on this about a year ago. They Diversity Commission got a bit ahead of themselves, we pulled them back. This allowed us to respond to the MSUAASF concerns (See Handout), which admittedly came slowly. If more bargaining units want to discuss this further, we are open to this.
 - i. (S. Murray) We want more discussion.
6. (R. Davenport) There are other groups who want to move forward. I think it will be healthy to discuss this, so we can do it right. We have to get this right, we have to learn from Charting the Future.
 - i. (J. Clarke) While we might not all agree with the outcome, we all need to be at the table for the discussion. It feels like others may be pushing this forward without our involvement in the discussion.
7. (S. Murray) We need to know and discuss what problem we are trying to solve through this process/proposal. What data and research reflects that proposals are founded in research data?
8. (D. Snaza) Would it help to meet with the Diversity Commission?
 - i. (J. Clarke) I don't think that would be enough given previous conversations with this group.
9. (J. Clarke) Having more people at the table will offer a clearer picture of what various offices are doing currently related to Diversity (Example: Learning Community Program, Residential Life Programs).

10. (R. Davenport) We will slow down this process to answer these questions. Yet we need to expedite these discussions.
- E. New MSUAASF Contract Changes (J. Clarke)
1. (J. Clarke) At the next meet and confer we would like to talk about changes to our contract in order to help us all be on the same page.
- F. Preferred Name Update (G. Zierdt)
1. See handouts
 2. This initiative was kick-started in September.
 3. So, what is this: See the July 30th Memo (handout)
 4. Rollout is a herculean effort for the I.T. team.
 5. Currently, there are forms on the web, which will soon become electronic forms accessible anywhere.
 - i. This form is in testing mode until late November.
 6. Common questions related to email addresses: Why has my email name not changed? Answer: There are over 200 breakage points to changing to preferred name, which is and will be changed. This challenge is being addressed, hopefully resolved by spring semester.
 7. MavDisk testing will begin in December.
 8. We are hoping to have the active directory issues resolved by Spring Semester
 9. MavCard: WellsFargo is a partner in working through this. Another institution has had challenges in working with US Bank on preferred name issues.
 - i. This is vital process for University Security and Residential Life as well, given access issues with the MavCard.
 10. D2L Brightspace is showing preferred name with success.
 11. ISRS is showing full search capabilities for incoming students who have used preferred names.
 12. Undergraduate e-application process are working to use preferred names quickly in admission.
 13. (D. Jones) We think preferred name gives us a recruitment advantage.
 14. (S. Murray) There are potentially some struggles in transferring records outside of MnSCU.
 15. There are some areas where legal names is a must, but many areas will use preferred names. Transcript will use legal name, Diploma can use preferred name.
- G. Pan African Conference (B. Fleischman)
1. Send feedback by the end of fall semester
 2. There is a tentative conference being planned for late spring 2016.

Respectfully Submitted,

Jamie Van Boxel
MSUAASF Secretary