

ASF Meet and Confer Notes Thursday, May 7, 2015

Meeting Chair – J. Clarke

I. Information Items

- A. Review of Notes
 - 1. No suggested changes.
- B. MSU President's Report (R. Davenport)
 - 1. This is the time of the year that many of us look forward to. This has been a tough year for both the system and the University. The strong relationship we have with MSUAASF has helped us overcome the challenges of the year. Thank you for a good year, and for helping us through some rough spots (not all of which are our doing, but we have to manage them anyway).
 - 2. R. Davenport met and spoke with 35 GOP legislative leaders and then met with each individually recently. Most were graduates of or had children attend MSU. They all agreed that we are one of the most beautiful campuses in the system.
- C. MSUAASF President's Report (J. Clarke)
 - 1. Thank you Dr. Davenport for all the conversations over the course of the year.
 - 2. Many of our members are tired from the hard work that comes from serving students at this time of the year.
 - 3. Most of our members are gearing up for a busy summer, a summer that finds most of our members working and preparing for Fall.
 - 4. We are looking forward to future budget-related conversations, which we believe will help keep morale up.
- D. Vice President Student Affairs & Enrollment Management Report (D. Jones)
 - 1. See handout about enrollment.
 - 1. Table A: 5-6 of the highest enrollment years have taken place under Dr. Davenport's tenure.
 - 2. Table B: No significant difference in the caliber of student's being admitted.
 - a. (B. Jones)—HS Rank has bumped up, however not all high schools offer class rankings. Rankings are hard to compare among schools in different geographic regions.
 - b. We are on the cusp of top class rank this year.
 - c. There is not an overall "ratcheting up" of the standards. Some areas have been bumped up, other areas have not.
 - d. (M. Wells)—In the future, will we have a need for fewer developmental courses?
 - 3. Table C: The incoming student population is getting more diverse. The international population will continue to grow; it's an important strategy in keeping enrollment steady.
 - 4. Table D: We are up in applications, but the national trend shows that students are applying to more places. This is likely to result in a yield drop.
 - 5. Table E: The percentage of students admitted who actually show up for the first day of class is dropping.
 - a. The range that is projected foreshadows that we will be anywhere from 100 students lower to 200 higher next year than this past year. This is a potentially large range.
 - 6. Table F: Projections are currently down about 400 returning students from a year ago when looking at current student registration.

7. Questions:

- a. How do we impact the captured rate?
 - i. (B. Jones) One solution is getting financial award letters out faster.
 - ii. (????) Hiring practices—Hiring incoming students could help a student commit to MSU if they are on the fence.

2. I appreciate all that has been done. It has been a busy year, thank you.

3. Thank you to Cathy Hughes, former MSUAASF member, for her work with the Scholarship finder. Over \$100,000 has been awarded through this website; over 2,000 students have logged into this website.

II. Discussion Items

A. Budget (R. Straka)

1. Criteria for Cuts Being Made?

- i. Answer: We need to navigate a strategy that is the least disruptive, but this is hard given that cuts are generally disruptive. There aren't good criteria on the non-academic side beyond trying to do the least amount of harm.
- ii. (J. Clarke) There is a feeling among members that there is less information about how we will manage the deficit. At this point all we have is an amount, not really a strategy on what is being done. There aren't documents available for public information similar to the last time we managed a deficit.
 - 1. (R. Straka) We don't have the plans to share yet because of the timeframe, so they haven't all been identified by area. Hopefully this would come together at the end of May and then we can start sharing more.
 - 2. It is critical that Supervisors and HR staff communicate with a member that they have been impacted by a reduction. The Bargaining Unit will need to know quickly too. This might be late May to early June.
 - 3. (R. Davenport) A meeting later this summer for Meet and Confer to deal with this issue once more information from the legislature is known would be helpful. We are willing to spend time this summer on it.
 - a. (J. Clarke) That level of transparency will help with campus morale.
- iii. (M. Wells) The academic plans (which are still in a draft stage) are showing priorities in how to move forward under the context of managing a deficit. This direction will tell us what we will invest in because it is important to us. It also guides where money will not be spent.
- iv. (R. Straka) I am happy to come to the next membership meeting should we know more about legislative funding.
- v. (J. Clarke) Are there cuts being made across the board?
 - 1. Handout distributed by (R. Straka)
 - 2. (R. Straka) Yes, every area will be looked at for reductions. See handout for preliminary planning figures.
- vi. (S. Murray) These cuts will involve people. Thank you for offering to come together throughout the summer to work through this strategy.
- vii. We are still waiting on the legislature.

- viii. Planning targets that have gone out have used a 5 million dollar target, this would allow for some investments.
- ix. Deans and other areas are working diligently to come up with plans to solve this.

B. HR Topics (D. Snaza)

1. Human Resource Vacancies

- i. A few things were missed on the Fixed Term list, which has been resolved.
- ii. Faculty positions have been added to the vacancy list.
 - 1. (J. Clarke) This gives more context to people regarding the number of searches happening in all areas.
 - 2. (M. Wells) The term “administrator” is misunderstood at times.

C. EMS System (S. Piepho, S. W. Pansalawatte)

- 1. We will be launching a university master calendar.
- 2. Integrated marketing has been instrumental in the design of this calendar.
- 3. Calendar is directly linked to the campus reservation system.
- 4. Users can navigate by date or key word.
- 5. Users can filter by various calendars.
- 6. The “featured event” can have a large image, or multiple events can scroll through.
- 7. Users can subscribe to events through Social Media—users will not need to create a separate event on social media.
- 8. (B. Jones) What is the process to identify featured events?
 - i. Calendar Managers will do that.
 - ii. 6-7 slides will be the maximum for featured events.
- 9. The *Student Deadline Calendar* will be comprehensive. There will be a process coming out on how to gather this information. It is critical to make sure this is correct.
 - i. (S. Murray) We need to manage expectations with the student deadline calendar. I suggest that dates stay at the university level, not the departmental or major level.
- 10. (C. Lindsay) Will all event reservations go on this calendar?
 - i. No, users can select out of this calendar when making a reservation.
- 11. The filters will be vital for users; the master calendar will get cluttered.
- 12. RSS Feeds allow outside groups to populate this calendar to personal calendars on websites, and through Office 365.
- 13. Access will be from the main website and the scheduling website.
- 14. The server is hosted up at MnSCU.
- 15. Feedback is wanted.

D. Major Declaration and Advising Week (MSUAASF)

- 1. (J. Clarke) We wanted to share that these days were a huge success. New Student and Family Programs Office saw a large number of students come in on these days. The SRCs, who are all ASF Members, worked together for Advising Week. This too was a great success resulting in a lot of student contact.
 - i. (S. Murray) These initiatives were meant to draw students to the SRCs. The intention wasn't to increase faculty work load related to advising. We do recognize that students did approach faculty as a result of this initiative.

E. Academic Planning—Phase 4/5 (M. Wells)

- 1. Handout distributed.

2. Everyone can see the feedback that has been provided to date.

Respectfully Submitted,

Jamie Van Boxel
MSUAASF Secretary