

**MINNESOTA STATE UNIVERSITY ASSOCIATION
OF ADMINISTRATIVE AND SERVICE FACULTY MEET and CONFER NOTES
Thursday, September 7, 2023 | 1:15-2:45 p.m., via zoom and in person**

The following notes are provided as a way for the MSUAASF Meet and Confer representatives to communicate conversations that occur at Meet and Confer with membership and to concur with administration summaries of points discussed. They are not reflective of exact statements shared in the meeting and are not meant to serve as a transcript. Any members with questions can reach out to their ASF Meet and Confer representatives for clarifications. The previous month's notes are reviewed at Meet and Confer by all attendees to ensure the overall essence of the meeting was captured and updates can be made accordingly when necessary.

Attendees: E. Inch, S. Sargent, D. Jones, D. Hood, L. Akey, M. Johnson, L. Smith, T. Stokes-Hernandez, L. Steinborn-Gourley, R. Straka, H. Morris, A. Dahlman, K. Hodgden, M. Hesser, M. Slotemaker, M. Weister, L. Meidl, C. Nelson

Meeting Chair – Edward Inch, President

Documents Referenced in Meeting:

[ASF Meet Confer Agenda-9.7.23.docx](#)
[MSUAASF Meet and Confer Notes 05 04 2023.pdf](#)
[ASF Presidents Report September 6 2023.docx](#)
[ITS Sept 23 Meet & Confer 2023 Updated.pdf](#)
[Projections FY24-25 Appropriation Tuition as of July 17 2023.xlsx](#)
[24-25 state appropriation tracking 5-9-23.xlsx](#)
[HR Update Email 08.09.23.pdf](#)
[HR Update Email 08.28.23.pdf](#)
[Vacancies List - Sept 2023.xlsx](#)
[Enrollment Report for MC 090523.docx](#)
[Recommendation Form MarkSchuckTrack.docx](#)
[Mark Schuck Track Naming Request.pdf](#)
[2023 Legislative Session Summary.pdf](#)
[Destination 2030](#)

Standing Items:

Welcome:

Reorder/Additions: N/A

Review of [Prior Meeting Notes](#): no changes voiced

MSU President's Report [E. Inch]

- A lot of challenging conversation this summer in all bargaining units, a summer unlike any other—it's important to have these conversations and challenge conversations help organizations be healthy
- Hardest summer of many individuals' careers
- Don't like having legal restraints and it is the system we live in to help us come up with the best tools available to solve problems and now your membership is voting
- Conversation and process remains important: concern I have is that the contract we work under, how do we move forward in a way that helps one another in a healthy way, help support students and one another, how do we take care of ourselves and other after we get past over whatever period of time is needed

- We have power within us to confront and solve problems in front of us
- We will come back, come back and be together and we have resources to come back together to heal; collaborate together for solutions that fit our campus best; appreciate civilly and responsibly.
- Design Campus culture for students and all who are here.
- Do this in collaboration with broader community of Mankato.
- Environment for those who work, study, run businesses.
- Asked to have better communications systems, Fountain.

ASF (Vice) President’s Report [M. Slotemaker]

View Report: [ASF Presidents Report September 6 2023.docx](#)

Vice President Student Affairs & Enrollment Management [D. Jones]

- Super proud of the time and realize a lot of downstream work members of your team for things to enroll and think differently about work:
 - 2,409 first year students—4th largest in history which is an anomaly in our system,
 - 3,400 new students,
 - 1,000 transfer students
- Thank Liz and Marie for conversations, no secret on management team at negotiations; leaves me hopeful we will continue to work together about difficult conversations and invite others to join; can’t erase or ignore about talking moving forward, more shared interests

Administrative Reports

- *ITS Update [M. Johnson]*

View Report: [ITS Sept 23 Meet & Confer 2023 Updated.pdf](#)

- Zoom phone transition—best transition, really appreciate everyone’s involvement

- *Budget Update [R. Straka]*

View Reports:

- [Projections FY24-25 Appropriation Tuition as of July 17 2023.xlsx](#)
- [24-25 state appropriation tracking 5-9-23.xlsx](#)

- *Enrollment Update [D. Jones]*

View Report: [Enrollment Report for MC 090523.docx](#)

- *Human Resources [S. Sargent]*

View Reports:

- [HR Update Email 08.09.23.pdf](#)
- [HR Update Email 08.28.23.pdf](#)
- [Vacancies List - Sept 2023.xlsx](#)

- *Equity 2030 [H. Morris]*

- View Reports: N/A
- Thank you for those participating in climate survey, results will go online next week
- First institution to go out with a climate study
- It will help us to fine tune the plan as it helps us to meet Equity 2030 goals

- Will be in communication with departments on campus
- Good conversations with HR, affirmative action and president's office, how do we do a better job of onboarding for inclusivity---following up with the survey another survey with focus groups, those who have been hired in last 6 months to last year to help us understand what we missed and ways we could do better

Discussion Items:

Meet & Confer Pulse Check [Marie Slotemaker, Liz Steinborn-Gourley & Edward Inch]

- As we've reflected last several months, coming to Meet and Confer and bringing sensitive information, real vulnerabilities and rawness; blown away by ASF willingness to share that and when we brought that to this space; shared governance, often feel in conflict
 - We have work to do moving forward
 - While paychecks are of value, it's not just business, it's personal, it's how we afford personal opportunities
 - Felt like a roller coaster since we last presented this data—left feeling with a sense of 'wanting', recognize silence with collective bargaining –there's silence and balance with shared governance and allow representatives from ASF to share their perspectives
 - Where are you all in the cabinet are at currently as well, what are realistic positive next steps with where we are at?
- **Ideas discussed:**
- Could we envision a different meeting structure such as having one large group meeting at the start of the day where you share the information you typically have to repeat multiple times in a day with all bargaining units in one meeting, then each bargaining unit could have its own individual time to process the information that is being presented, and then come back together individually each unit with the cabinet so it can be more of a discussion? Help to feel valued by being able to have engaging conversations and not report out only.
- Could put notes on The Fountain for all to see and be on the same page, things like town halls, not unlike what we do at the faculty bargaining unit; more to review ahead of time;
- A caution where schedules don't allow time to review---different ways that are successful for people to review
- What type of different outcome would you be looking for to accomplish?
- When we think about ASF we envision more conversation
- Discussion at top and information at bottom
- One thing to consider, going down the pathway—what conversations are happening and where, what conversations are happening in the submeets versus at meet and confers
- Historically haven't done a great job of sub meets come back and share—need to make it more of a focus—Tracy and Liz are going to present that to all of our representatives; ASF has a responsibility to bridge that communication as well
- Do you want the discussion to be able to impact the decision—is the concern that you aren't able to impact the end result enough?
- More of the discussion of whys AND what do you all need from us?
- We understand you have heard this information 3-4 times, as we look around the room, we don't always feel like you're listening
- What does it look like to know we're feeling valued in our perspectives at the table
- I think everyone wants us to be engaged and make a meaningful---is that device ban?

- What are you looking for from us? Thought this was the best discussion—practical and aspirational sense—should see a lot of language reflected?
- Want to echo what the President says—look forward to this meeting; people ask good questions that about valuable and enjoy being challenged—coming in with quantifiable impacts; appreciate reconsider based on your reflections
- Challenge you to go back: what we have doesn't require a lot of discussion; what's swirling at the institution and put together at the institution what needs intentional dialogue that will give us more opportunity to shape this meeting
- In ASF—we want to hear what the VP thinks? We all have different thoughts---we come with a position, you don't always get to hear the give and take----what does that look like on topics—more difficult thing to regulate
- Maybe a simple thing is to do just this, a basic check in, ask the question what is it you need from us? Being a human first and getting to know each other
- More planful at premeets is helpful as well
- This can be a standing item on the agenda; personally this is vastly different than I've experienced before, not just what I need to accomplish it's what you need to accomplish as well. There are some things that are formal that require action and take time. So some decisions can take a long time as we listen to each unit and come back.
- Happy to design and consult---because we do have these conversations
- Your only chance at success is where can I improve not comparing to others

Naming Requests [**Edward Inch**]

- Informing you CSU 108 has been, originally planned to be named Dakota Lounge then a new proposal name, WAMBDI WAPAHA, based on meet and confer, and Student Government but the process took a long time; so name is official to that lounge
- [Recommendation Form MarkSchuckTrack.docx](#)
- [Mark Schuck Track Naming Request.pdf](#)
 - Rationale is in folder, goes through why it's appropriate and why it's a reasonable request
 - Track team had early best successes for inclusive efforts for putting together teams historically most diverse rosters, and support of spaces like the LGBT center

University Security Defensive Tools [**Kiel Davis**]

- We have had an internal conversation the last couple of years regarding personal safety of our officers
- First step we took was a ballistic vest
- Times have progressed
- Campuses not immune to increasing violence across the U.S.
- Looked at what other universities, looked at system office and use of force policy, looked at accrediting body and mocked up a draft department policy which includes handcuffs and chemical irritants.
- Current use of force policy, don't currently carry anything but still have to have a policy in place so not really changes in that
 - When it's appropriate: if they are being assaulted and if someone else is being assaulted which is our current policy
 - If used, an incident report and use of force report which is sent to director and to system office for review and compliance

- Training: already do quite a few hours, same program as a lot of local enforcement; annual use of force policy—will include review of policy, procedures
- Don't anticipate to be used but another tool in the toolbox if needed
- Where our system is at this point—only 4 year institution in the system that do not; we are 1 of the 2 that don't have chemical irritants; not interested in tasers though a few other campuses too
- Goal in today is not for decision but discussion and have additional feedback
 - How many assaults annually where officers have experienced?
 - 10 years ago was the last one, nothing significant
 - How often have other assaults occurred where this would or could have been used—**do not know off hand**
 - Have been able to successfully de-escalate in the past without use of force and that is our goal to continue
 - For others that have these tools, what are their annual reports?—**we will look into it**

Information Items:

Legislative Update [Edward Inch & Rick Straka]

- [2023 Legislative Session Summary.pdf](#)
- [A lot of information:](#)
 - [Bonding: \\$8 million to move forward with planning of AH replacement project](#)
 - [Building of lower level of CSB](#)
 - [We are in negotiations with architectural firm, we will share once contract is signed; moving forward this month to review of project scope then move forward with schematic approach](#)
 - [Actually going to ask for demolition money of Armstrong from phase 3 to phase 2; also slightly upgraded the size of new building and lessened size of renovation. Will be updates at future meet and confer](#)
 - 61.5 million (10% increase) but get less next year; front loading appropriation, the based in next biennium, the statutes here from (22.5 million less money in the next biennium);
 - Tuition freeze reduce in based going forward to 37.5;
 - Between those its 35 million reduction as a system, we are little over 3 million for that impact
 - This year: our cash flow will be good that we can set aside about 2 million for strategic plan implementation; likely be a little short next year; it's a manageable amount
 - What could be a game changer is the north star promise—will flow through office of higher ed like financial aid; for Minnesota students who qualify for the state DREAM act or qualify last dollar in up to tuition and fees; a lot of details to be worked out—MN public higher education; state systems and U of M; advantage we will work on this year; we are the conduit for social economic mobility; how does this impact renewal of certain scholarships and talent grants; takes effect next year; north Dakota board of regents also had a meeting of who that would impact
 - Very big legislative session

- We have talked about budget redesign and allocation; part of that conversation a targeted BESI program to ensure we have resources going towards what we need them to go towards
- Student parents support initiative ---how students know about that and how do we identify?---indicate on the FAFSA usually; what about pregnant folks that pop up after that happens; Paul Sheperd is working their way through this; it didn't give language of how to divide that;
- There are 2 different student parents support---one through OP program and one through the state system; our financial aid office will work through how that will be administrated.
- Most complicated higher ed related in the last 30 years
- 9.2% to base appropriations---Rick's estimation of what our percent share is of the state appropriation; we are 33% enrollment of the 7 state Us; what we get for appropriation is less than our enrollment share in the system

Destination 2030 [**Lynn Akey**]

- [Destination 2030](#)
- Documents located in The Fountain which will take you to the 4 goal areas announced at convocation
- Also the 15 strategies; in particular the 6 we are driving forward into implementation this year
- Also the key indicators
- Action Plans are being drafted and due back by October 1st
- Implementation team is our planning sub meet and will be very active in coordinating and resourcing our plan moving forward

Academic Affairs Searches [**David Hood**]

- 2 positions in particular---what the process was as far as conversations in particular internship and transfer
 - If you think about how academic affairs organized last 4-5 many senior management positions we haven't filled we have added that work to portfolio of someone else: 2 areas rose to the topic was transfers and internships
 - Need a strategic leader who can help us be a transfer friendly institution
 - Currently sits in portfolio of Terri Wallace---now that that role is split out we need strategic leader
 - Have someone specific for operation and industry partnerships specific to transfer
 - Working with community college partners
 - Guiding faculty partners and meeting expectations of pathways for students to have more clear route in to MSU Mankato
 - And strategic leader for internships
 - Right now internship in nursing, hss, and cob and all be at the same partner but experiences and expectations are different---help us get organized and what's expected for them as a partner, what are the learning objectives and outcomes, we want them to go out and identify more partners and bring them back to institution and career services
 - We haven't had anyone go out and do that that goes out and sells that before

- Search committee updates: pick up at next meeting

Cannabis Policies [**David Jones & Sheri Sargent**]

- Legal in state, not on this campus yet, don't do it

2023-24 Meet and Confer Dates

September 7, 2023

October 5, 2023

November 2, 2023

December 7, 2023

January 25, 2024

February 29, 2024

April 4, 2024

May 2, 2024