

DRAFT Notes
MSUAASF Meet and Confer
April 17, 2014

Attendance: R. Davenport, S. Murray, D. Snaza, T. Bleck, D. Jones, M. Wells, S. Smith, K. Greer, E. Clark, R. Wheeler, M. Lagerquist, J. Clarke

I. Informational Items

- A. Notes from March 6, 2014 notes were reviewed. No changes were recommended.
- B. MSU President's Report (President Davenport)
- The capital projects are being discussed. Conversations are being had that the longer it takes to get these funded, the longer it will take to get onto the next project. Governor Dayton is ready to sign for our Clinical Sciences Building if it gets to his desk.
 - To address the bargaining issues MnSCU needs the legislature to pass the supplemental budget. He is asking that we bargain in good faith and understand that the administration is supportive of the increases.
 - Dr. Davenport asked for campus support of Todd Hoffner. The administration is not speaking because of MN Data Practices Act and that does not allow them to. He is hoping the campus community stands tall and gets past this to move onto what is important.
- C. MSUAASF Report (Shirley Murray)
- Our members are busy wrapping up the year.
 - Already busy with orientations for welcoming new students to campus
 - Local elections for new ASF representatives will be held in May with a June 1st start for new elected officials.
 - Members are busy with many searches for positions.
 - Some members attended Lobby Day at the capital to discuss higher education funding.
- D. Vice President Student Affairs & Enrollment Management Report (David Jones)
- As of last week applications and intent to enroll remained flat
 - Student elections were held with the elected officials being: Mariah Haffield as President and Joe Wolf as Vice President. It was a very civil election and Dr. Jones feels good about the student leaders.
 - For the state Student Association elections, Ben Shakespear did not win.
 - The Annual Student Affairs/Student softball game is upcoming.
 - Student government talked about fees at their meetings. The students are recommending an increase of 1.9%. They made very value-based decisions. An example of questions came with Forensics and students did not understand why student fees should support academic activities.
 - Last few weeks of the school year are upon us. The weather has been hampering any negative student behavior issues.

II. Discussion Items

- A. Budget (Steve Smith for Rick Straka)
- Not a lot of change at this point.
 - The University anticipated inflation of 2 Million to the general fund if there is not additional support from the legislature.
 - Enrollment is stable.
 - Governor Dayton approved an increase to minimum wage, which will affect our budget. We currently pay \$8.00 as a minimum, so we will not see an increase until August 2015. Then the minimum will be \$8.50; approximately a \$425,000 impact to the budget and August 2016 the increase will be the \$9.50, approximately a \$800,000 impact.
 - The fee increase of 1.9% for student fees will average about \$17 per year for students.
- B. Human Resources (DeeAnn Snaza)
- Introduction of Tricia Bleck, Assistant Director for Benefits.
 - Vacancies were shared.
- C. Screen Saver Policy and Being Proactive about Security Breach (Ed Clark/Shane Dwyer)
- With the security breaches at Target, etc. we need to take data security even more seriously.
 - All MSU computers will have a time-out after July 1st. If a computer sits idle for 15 minutes, it will activate a lock screen/black-out. After 2 hours, the computer will log the user off.

- MSU does not have a contract with Dropbox and/or Google Drive as they are in potential violation of FERPA and MN Data Practices act.
 - IT is looking at alternatives and one of those is Office 365.
- D. Office 365 (Ed Clark/Jerry Jeffries/Mike Manderfeld)
- All mail functions will be moved to Office 365 and input is requested on timing.
 - Office 365 will include One Drive (similar to Drop Box), Yammer, and Sharepoint University wide.
 - IT is recommending a conversion during the summer, as there seems to be a potential issue with the move to reoccurring meetings. If it were done before the semester begins, it would be beneficial.
 - Students are already moved to Office 365.
 - IT will do some information sharing on possible issues when the conversion happens.
 - The conversion will not be as big of an issue as Star ID.
- E. Prioritization of IT Projects (Ed Clark)
- ASF questions are how is the determination made on how IT projects move forward, what are placed in a “queue” and at times things get lost in the “queue”.
 - During the past year, IT has been looking at better consultation of IT projects across campus.
 - Things will be “graded” on importance by person submitting, by IT and by the Technology RoundTable
 - Process is being invented and is to help address our needs and questions
 - Ed Clark shared a presentation on the plan in the works.
- F. Proposed Enrollment Management Structure Changes (David Jones)
- Changes are recommended based on the survey of involved constituents (<https://www.surveymonkey.com/results/SM-H233539/>)
 - Enrollment Process will help with a successful academic planning information. This will help integrate efforts.
 - Feedback on the attached is requested by May 1st.
- G. Academic Planning Listening Session Feedback and General Updates (MSUAASF)
- Listening sessions were held and approximately 40 people attended representing all bargaining units and community members.
 - The notes are still being prepared, but people wanted to get information, some wanted to get to work. Community members were asked what we do well, what needs improvement and what should we be doing.
 - The 4 task forces have been launched and visioning sessions are being held. The Advising Visioning session has set the bar high. It was very well done.
 - The planning tool is being distributed to the Faculty. Main feedback to this point was adding things to make the tool more robust. Target completion of the planning tool is December.
 - With the resignation of Walter Zakahi, Maria Bevacqua will be taking over as co-chair for that committee.
- H. Potential Late May/Early June Meet and Confer (MSUAASF)
- ASF would like to request another Meet and Confer depending on budget solutions and the thought that it will not be complete by May 8th.
 - Dr. Davenport stated that will be acceptable and we will look at dates when the budget is complete.
- I. Charting the Future (President Davenport)
- Chancellor is leaving the door open for feedback
 - 4 commissions are starting now
 - 4 commissions start in the fall
 - A concern is the large committees and the Student Association has concerns with representation from students over the summer.
 - ASF is participating and will help this to move forward. Our representation is important to relate to 4 year institutions and people need to be mindful how many of the things relate to 2 year schools.
 - Questions seem to be what outcomes this will produce and how do we make sure this does not “disappear” like other initiatives (Students First)
 - The MnSCU allocation model was discussed as well. How does the funding work and the model is supporting schools with a decreasing enrollment. What is the obligation of larger schools to support smaller schools?