

ASF Meet and Confer Notes
Thursday, February 19, 2015
Meeting Chair: President Davenport

I. Information Items

A. Review of Notes

- No changes to notes.

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

- Bob Hoffman's position is currently filled on an interim basis by Michael Gustafson. A search will be coming together. K. Clark is chairing. A MSUAASF representative will be asked to serve on that committee. This is an important position. It brings partnerships to the institution's core, the academic and student affairs divisions.
- The President echo's MSUAASF's report.
- Budget forums went well.
- We are trying to learn more about what we need to do in the future as a result of the suicide that took place on campus.
- What is special about today? Today is anthropology day. Today is the first one in history. This is a national day of recognition.

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

- Members appreciate communication on incident at library. It was more thorough and forthcoming than a previous critical incident.
- Thank you to Mary Dowd as the Interim Director of Affirmative Action for asking members what is going well and what could be focused on in her first weeks in the position.
- Members are appreciative of the budget forum being held.

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

- Thank you to members who are involved in the response to the incident at the library. We learned some things, we learned about a few holes on campus. Campus employees in Sodexo and the banks were not a part of the Star Alert system, which will be addressed.
- Direct feedback to Suzie Dugan and/or D. Jones.
- We had fun bowling with MSSA this week. We have a strong relationship with student leaders, who are very involved in leadership on campus.
- Today is 2nd presidential scholarship interview day.
- Enrollment is a key driver to impact our budget. It takes everyone's help to recruit and retain students. Everyone's help is needed. Early numbers show that we are up in the main indicators at this point. We are up in admitted students. We are 1% down in undergrad admits but up on graduate admits from a year ago. Students confirming their enrollment is up 10-11% at this point from last year. We saw an early commitment a year ago and it trailed off in the summer.
- (B. Jones)—Being up at this point in February is a better indicator than a year ago.

II. Discussion Items

A. Budget (R. Straka)

- We are looking at a \$4 million deficit moving forward. Reasons being we are \$2 million short on planned tuition budget. We are down on undergraduate enrollment. We lost percent share from last year; we went from 9.5% to 8.8% in the allocation model, meaning we get less per student in allocation than other institutions in MnSCU. This model is buffering or holding harmless other institutions for their loss of

enrollment. This is frustrating. We are at 21% less than at least one peer institution in allocations. This forces us to be more efficient than peer institutions.

- Cabinet has met in the past week to discuss strategies moving forward.
- Short term tactics:
 1. Review, by cabinet, all vacant position, including those currently in the search process.
 2. General fund-freeze on all unspent equipment budget.
 3. Freeze out-of-state travel, excluding contractual professional development funds
 4. Moratorium on non-revenue funded facility improvements.
 5. New contracts over \$5,000 will need to be reviewed moving forward.
- Short term tactics will get us through the end of this year. We may have to continue some of these next year.
- We'll likely have to look at staffing as a result of this. We have an obligation to inform you that we'll have to consider layoffs. No clear path to making up \$4 million without considering layoffs.
- Handout provided related to FY16 budget planning.
 1. This handout outlines the difficulties in budget planning given unknown variables.
- Budget forums—appreciate people's feedback and input.
- (R. Davenport)-The MnSCU allocation formula is broken. Other institutions have higher allocations with lower student enrollments. This is hurting institutions that are moving forward and maintaining enrollments.
 1. The allocation formula doesn't work during challenging times. Institutions that are doing a better job managing themselves financially are being penalized.
- (R. Davenport)-We lost 180 students this past semester. That hurt us. Retention issues hurt us. This is the only issue we control and need to take accountability for this.
- (C. Lindsay) Are legislators aware of this MnSCU allocation issue? (R. Davenport)—they are not fully aware of this allocation model. They do not want to be involved with internal matters.
- (J. Clarke) Is the system office trying to alleviate the financial issue? Is the system office having any financial issues of their own? (R. Straka)-They are shifting out expenses to the campuses. They are not talking about some of the more root budget planning variables.
- (R. Davenport) Centers of Excellence funding has greatly decreased. Legislative diversity funds that were supposed to be reallocated disappeared and never came back to campuses.
- (R. Straka) There are challenges to tuition buy-down models that don't account for levels of tuition, and instead go through the MnSCU allocation model. We don't favor well when this happens. State dollars for tuition buy-down should be based on each institution's tuition cost.
- (B. Jones) Is there system and campus level data that supports our cost of instruction? (R. Straka) We are at 94% of our expected value of instructional cost. Energy costs are the only flag for our campus compared to others—resulting from air conditioned residence halls. Our halls are used during the summer. It is fair to say that what we spend per student is less than other institutions.

B. HR Topics (DeeAnn Snaza)

1. Human Resource Vacancies

- A few vacancies are missing from the list (J. Clark). A few updates were suggested by R. Wheeler and J. Van Boxel. (D. Snaza) The list will be updated and double checked.

2. Search Process Proposed Change

- Short term proposed change: Currently, finalist approval and offeree approval steps go to Affirmative Action (AA). Proposed removing the AA step, and submitting directly to HR. The hope is that this will become permanent. The new AA director will get to weigh in on this. (J. Clark) We are supportive, we can always have the conversation again.

C. City of Mankato Police (D. Jones)

- Interviews involved S. Dugan, S. Truesdale, H. Morris, and D. Jones (N. Brinkman wasn't able to attend). Interviewed 2 candidates, both with a history at MSU and in Mankato. Both officers seemed capable of doing well. Likely one will be chosen with a target start date of March/April. One male and one female officer were interested and interviewed.
- (H. Morris) It is good that both candidates wanted to do this and get involved on the ground floor. They talked about more educational opportunities. Generally a positive conversation all around.

D. Cultural Contribution Scholarship (David Jones)

- Handout distributed.
- 12 ideas have been submitted in the past month, the handout showcases the vetted ideas.
- The yellow highlight shows the option that cabinet is on board with. The yellow proposal came from Kerney International Center staff.
- Resident rate is better than a vacant seat; this concept is not going to be lost.
- More data is needed, it is clear that there are unknowns and impact will not be known until changes are made.
- Goal to make a decision late April or May on this concept.
- (C. Lindsay) The international staff is very comfortable with cabinet's proposal.
- (R. Straka) The cultural contribution scholarship proposal creates funds that go back into the international center. This proposal does not help fill the budget deficit.

E. President's Commission on Diversity Proposal-H. Morris, Q. Booker, T. Gjersvig & R. Dass

- (H. Morris) The Commission was asked to look at a graduation requirement related to diversity. Recommendations were made this summer.
- (R. Dass) The proposal is a new diversity requirement for undergraduates. Students would be required to go to 8 diversity events over 4 years. Each of the 8 should fall into the following 4 categories: international, domestic, gender, accessibility, and non-traditional student events.
 1. Pilot coming with a focus group.
 2. This will also be a requirement for graduate and online students.
 - a. Events wouldn't be campus specific
 3. Vetting would fall under the Office of Institutional Diversity.
 4. Engagement is the focal point. Streaming or online events that fulfil requirement would be the last resort.
- (B. Jones) Engage online students? (R. Dass) Yes, available for those students as well as Iron Range too.
- (D. Snaza) Available through a webex? (R. Dass) Goal is to engage in person, although could be an option for deployed students.
- (C. Lindsay) This increases diversity interaction/experiential learning.
- (R. Davenport) This focus is on higher education.

- (M. Wells) Is there a way students could demonstrate competency from prior experience (such as a Veteran Student deployed overseas)? (R. Dass) Could be for part of it.
- (T. Gjersvig) Diversity Climate study should be done, this will need supported funding though.
- See Handout.
- Bring feedback to next month's meet and confer.

F. Academic Mapping & Planning Update (M. Wells)

- Hobsons has migrated the 1st program; the process went well. This is part of the contract to implement AgileGrad. Now starting the 2nd program. Hobsons will migrate 50 programs, and then the University will finish the rest.
 1. This tool will help recruitment and retention.
- (B. Jones) Who works with Hobsons? (M. Wells) Ginger Zierdt's core team.
- We are in Phase 4 of the Academic Master plan process. Task forces are focusing on similar recommendations as one another. This is a good sign.
 1. 3 ways for people to review planning proposals: online, open forums for each task force, and drop in feedback sessions.
 2. Good participation during first 2 open forums. MSUAASF representation has been strong.
- Academic degree program tools are being reviewed at the dept/college level, to be submitted to AA. 2nd cycle at the campus level for comments will be coming.
- www.mnsu.edu/academicplan for more information.
- (R. Davenport) This will help retention. This will help students self-direct their program.
- (K. Greer) Recognize and thank J. Van Boxel for help with learning communities

Respectfully Submitted,

Jamie Van Boxel
MSUAASF Secretary