

**ASF Meet and Confer Notes**  
**Thursday May 5<sup>th</sup>, 2016**

**Meeting Chair –President Davenport**

**I. Information Items**

A. Review of Notes

1. No changes were suggested in the notes.

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

1. Campus looks colorful and beautiful, thanks for everyone's help on campus beautification.
2. Welcome to the new MSUAASF officers, and thank you to all of those who have played an important role for so many years. Thanks for helping us work through issues together, there will be more fun ones to come.
3. President's Leadership Council

1. Selection of a New Chancellor—The Presidents spent an hour talking with the Search Chair, and some of the Vice Chancellors. The Board of Trustees (BOT) will be going forward with a national search, starting with the selection of search committee reps. All bargaining units will get an opportunity to participate in some way, as decided by the BOT.
  - a. Search Committee is likely to be formed in the fall.
  - b. Unknown—If a search firm will be used.
  - c. Complete—Between January 2017 and March of 2017.
  - d. The Chair Vekich of the BOT is chairing the search, he has asked the Governor to be reappointed as chair of the BOT, and he feels positive that the BOT will reelect him. He has a statewide reputation for being analytical, intellectual, and a “fixer”.
  - e. Appointment Unknowns—Will a two year Chancellor be appointed or a more typical 5 year term for the Chancellor. A two year Chancellor could be brought in to “clean up the system.”
  - f. Overall—Chair Vekich is a great choice, he will keep confidential issues that people bring to him.
2. Allocation Model—Higher Education Affordability---State Support—Private Fundraising
  - a. How do we solve this log-jam without deteriorating services?
  - b. Important decisions need to be made, ranging from starting over with a new model, having it not based on student enrollment, not funding research, funding headcount VS. FYE. Lots of choices overall.
  - c. This was all discussed with Chair Vekich
3. Bonding
  - a. Senate Bill did not include MSU's bonding bill (for \$6 million). This is in MnSCU's list at 11.
  - b. The reason it was not in was a political issue due to a belief by legislators that southern MN receives more than its fair share of bonding funds.
    - i. We need to make sure we get back into the Senate bill—I think this is possible.
    - ii. We need this bonding bill to be in all three (Governor, Senate, and House), especially the Governor's and Senate's bill. There is a large negative impact if this doesn't pass, it'll hurt us for a lot of years.
      1. I'll be out working this a lot next week (which is why you may not see me around campus as much).
4. Moratorium on Travel to North Carolina
  - a. First test of this moratorium came two weeks ago for an undergraduate research conference here at MSU. R. Davenport requested from the Chancellor to send our students, we were given an exception, these students attended. The next challenge to this moratorium is related to athletics—which could impact multiple campuses.
    - i. The MnSCU Presidents discussed what stance to take—the conflict between supporting student programs and the LGBT community. The decision was

to support the moratorium, even though there wasn't much time to discuss this.

- ii. The following day, the Governor weighed in and gave MnSCU an exception to the moratorium. This left it up to the President's to decide. The President's then discussed and voted again, and again decided to support the moratorium.
- iii. The Chief Justice Department (Federal) sent a proclamation to North Carolina. This will likely result in the Governor of North Carolina appealing this decision, which will take months. This will likely result in our athletic teams not getting to play unless something changes. The Presidents wanted to uphold our support for underrepresented students. There will be one more meeting on this.

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

1. Congrats to new officers for MSUAASF.
2. Thank you to current team who will no longer be at the meet and confer team (S. Murray, B. Jones).
3. Summer is a busy time for many of our members (advising, registration, etc.).

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

1. Enrollment Update
  1. We are down 1% this spring, and 1.7% for full year equivalents.
  2. We are at 11% of overall application growth for next fall.
  3. 4.2% overall enrollment is up.
  4. 2.4% intent to enroll is up (60 students)
  5. Transfer students is up 8.9% (50 students)
  6. Overall system enrollment is positive. Shifting windows of registration early is increasing enrollments from last year. Kudos to G. Zierdt and others who have worked on this change.
  7. (B. Jones) We up on track to be up modestly in overall students, including up for new international students.
2. We are planning to invite four candidates to campus for the Security Director interviews. MSUAASF will be asked to be involved in the interview process.

## II. Discussion Items

### A. Budget (R. Straka)

- A presentation was shared, same that was at the budget sub-meet meeting.
  - i. This will be posted on the budget website for those interested (Star ID required to view).
- \$5 million reduction is needed. A look at how various divisions are approaching this reduction plan was presented.
- It was noted that HR staff has been supplemented the past couple years and the President's office has gone from four staff to one.
- Position reductions were highlighted based on attrition that showed savings.
- Savings related to athletic insurance and international student insurance was highlighted.
- Facilities staff positions that have been eliminated were highlighted.
- Student affairs positions that have been eliminated were highlighted.
- A preliminary look at FY2017 was shared. Best guess—we'll need to reduce an additional \$2 million.

**i. In order to look at this, we need to consider layoffs.**

**ii. The round beyond the \$5 million dollars is going to be difficult without considering layoffs. Consider this announcement "being informed" of potential layoffs as is required by contract.**

**1. We are hopeful we don't have to do this in order to meet these reductions.**

- iii. R. Davenport: We need to figure this out related to retention. Our salvation as a university is to make these cuts with retention as a consideration so we don't make things worse.

- Join Planning and Assessment Meeting
  - i. Discussed goal setting for the next 5-10 years related to budget allocation so that we can plan more wisely instead of reacting to budget reductions with a focus on investment and reductions. Currently the focus is mainly on reductions.
- R. Davenport:
  - i. I cut back a bit too much in the President's office. It's not working well, it's not efficient. R. Davenport will be adding a full-time position in the President's Office to improve efficiency.
  - ii. What other obligation will we have to absorb that will add to our budget?
    1. Insurance changes.
    2. We need to run a tight HR office. Without enough help to get us through all the searches, this impacts the university poorly. We also need to keep up with what is happening with the regional HR office. This concept may come at a cost to us.
      - a. S. Sargent—The plan for the central HR office is still being developed, including what services will be centralized.
        - i. There will be a funding request to get this office moving forward for the next couple of years.
          1. (R. Straka) We are planning for a chargeback for this in FY18.

#### B. Long-Term Financial Sustainability Recommendations (MSUAASF)

- There are many concerns with the document that was distributed by the system office. (J. Clarke)
  - i. (R. Straka) It is agreed that there are concerns related to regionalization and centralizations. There are some bold projections outlined in that document. CFOs have not had a lot of notice on this. This was a small workgroup that put this document together. The CFOs would suggest that centralization does not make for money savings or improved efficiency.
  - ii. (R. Davenport) The campus Presidents just got this information as well. The Presidents have asked the system why this has been happening behind the scenes. There is shared concern on this topic. The Presidents did not want this plan to get pushed forward to the BOT. The Presidents have been firm about not letting this get ahead to the BOT without discussion by the Presidents. This is what happened with the Branding process, which clearly got ahead of the Presidents.
    1. (J. Clarke) This seems to follow the branding process. Centralization of all of this fits clearly under our one brand—Minnesota State.
  - iii. (M. Wells) The recommendations on this plan are the opposite from what came out of the Academic and Planning Implementation Group. There is concern among that group as well.

#### C. HR Topics (S. Sargent)

- Human Resource Vacancies
  - i. There are 114 or so open searches. About 30 are post interview. About 35 are draft stage. The remaining are in review or interview stages.
  - ii. 170 searches so far this year.
  - iii. We hired another Assistant Director, who starts May 16<sup>th</sup>. More information will come.
  - iv. D. Roggow left. T. Springler filled in behind D. Roggow. We are extending an offer for another specialist.
  - v. D. Snaza is doing better, we hope to know more on her return from sick leave in the coming weeks. She passed her well wishes to all of us.
- Holiday Calendar
  - i. Conversations with S. Stoyloff related to concerns about International Orientation are about to take place as part of considering if the flexible holiday date will be changed.

- Professional Development Day
  - i. There is a subgroup looking at this, and weighing in on a number of dates. No decisions has yet been made.
  - ii. (S. Murray) October date—this would be difficult to get presenters for at this point...the ship has sailed.
  - iii. (J. Van Boxel) Is January back on the table for this?
    1. Yes (S. Sargent)
    2. J. Clarke—January is not a good date for our members.
- Internal Search Process Update
  - i. This is being worked on.
- FLSA Status Update
  - i. No date has yet been set.
  - ii. COPA HR Update—A concern was shared about how this doesn't work for many educational positions. This is still being worked on. This documentation states that a May 16<sup>th</sup> date could bring a decision.
  - iii. Conversations with D. Jones on how to start working through this have taken place.
  - iv. We are waiting to see when final changes would come.
  - v. We would look at sessions with supervisors.
    1. Example: Eating lunch while working. That would be considered work time.
  - vi. ASF is the most highly impacted.
  - vii. I look forward to getting ASF question ahead of our next meeting.

#### D. Diversity Inclusion Plan (H. Morris, K. Meier)

- See two handouts/document
- This plan was a goal set forth by Charting the Future and addresses a number of system related goals. This plan also includes institutional goals. The focus is on recruitment, retention, and the opportunity gap.
- The document is about the year ahead—a bridge between what was started before Charting the Future, and what will come the following year.
- MSU has been a leader in achieving diversity and inclusivity goals. We are exceeding system goals for the recruitment of faculty and students of color (see handout)
- The goals, action plan, stewards, partners, and completion timeline for each goal is listed in the Strategic Diversity/Inclusion plan document.
- The request from MSUAASF is to look over the plan and through our appointments to the planning committee and “meet and confer” team, to provide feedback on the goals, action steps, and to see which offices and departments should be (or not be) listed.
- (S. Murray) Referencing page 19, please list MSUAASF as a partner for the “Learning Outside the Classroom” initiative.
  - i. It was agreed that MSUAASF would be added.
- (J. Clarke) Academic Affairs—as a responsible office, is too broad, things could “fall between the cracks.”
  - i. This will be adjusted in the next draft.
- The next draft will also include information on costs for some of the initiatives. We will try to figure out “what this will cost?” and add that information to the report. This information will help us prioritize our goals.
- (J. Clarke) There are a number of items that say June 2017 as the completion date. Considering budget cuts, FLSA, and other issues, this seems to be a lofty goal.
  - i. Agreed. The next iteration of this document will take “reality” into context more.
- (S. Granberg-Rademacker) It looks like there are places where figures are missing, what the plan for this?
  - i. We know that those are important data points, we are still collecting information on this.
- (K. Seth) Is disabilities included in the definition?
  - i. This is not a system requirement, but MSU does include it as part of our diversity plan, so it is addressed in the document.

E. Special Summer Meet and Confer Meeting (R. Davenport)

- We should have a meeting this summer given a number of items that have not wrapped up.
- It was agreed that this would be good.

F. Initial Comments related to HLC Accreditation (M. Wells)

- Early indicators related to shared governance were positive and touching.

Respectfully Submitted,

Jamie Van Boxel  
MSUAASF Secretary