

MSUAASF Meet and Confer
September 8, 2005
1:00-2:30 PM

Attendance: Richard Davenport, George Cejka, Joan Roca, Joel Johnson, Torin Akey, Lucette Wildt, Mark Johnson, Linda Meidl, Warren Sandmann, Don Larsson, David Williams, Michael Fagin, Mike Hodapp, Scott Olson, H. Dean Trauger, Patricia Swatfager-Haney, Sandi Jessen, Gwyn Outka, Walt Wolff, David Gjerde, Rob McGinn

Approval of Minutes: The minutes of the August 3, 2005 meeting were approved.

MSUAAF President's Report—Joel Johnson

Johnson reported that a new member orientation would be held for all new MSUAASF members on Friday, September 16.

MSU, Mankato President's Report—Richard Davenport

President Davenport stated that all Meet and Confer meetings will be held on the same day to insure that the message to all groups is the same.

With the devastation of Hurricane Katrina Minnesota State Mankato has drafted a response plan. A hand out of the draft was distributed. Glen Taylor has agreed to provide support for students evacuating to Minnesota State Mankato because of the hurricane. The plan must receive approval from the Chancellor's office.

There will be a national search conducted to replace H. Dean Trauger who will be retiring in January. Dean will continue with Minnesota State Mankato half time for one year working on special projects.

President Davenport stated that the Trafton Project is not a slam dunk.

David Williams and Vice President Davenport will soon kick off the Capital Campaign.

President Davenport would like all to work together to get Minnesota State Mankato out of Tier 3 of the U.S. World and News Report.

Vice President of Student Affairs report—Pat Swatfager-Haney

The Vice President thanked all for making move in day successful.

Enrollment is good, housing numbers are good.

An architect has been selected for the new housing project and it will go out for bonds in late September.

Otto arena is opening and tours will be held homecoming week end.

Discussion Items

- **Phone System Update—Mark Johnson**

The phone system update has been successful. It is 65% complete. New features should increase functionality and increase internet capabilities with tremendous savings to the University. A handout announcing the system with links for configuring the phones was distributed.

- **Higher Learning Commission—Don Larsson, Joan Roca (co-chairs)**

The accreditation visit will take place February 6-8, 2006. This is the most important accreditation for our University. There are 5 main criteria: Mission and Integrity, Preparing for the future, Student Learning and Effective Teaching, Acquisition, Discovery and Application of Knowledge, and Service and Engagement. The co-chairs stated they are requesting feedback from faculty and staff. They want to ensure that a clear picture of Minnesota State Mankato is being presented. A hand out requesting feedback was distributed. Feedback and comments will be taken through September 30, 2005.

Joel Johnson invited the co-chairs to talk to the MSUAASF general membership regarding this accreditation visit.

- **Smoking Policy Survey—Rob McGinn**

The survey results were distributed. A committee will be assembled to draft a policy for Meet and Confer.

Joel Johnson invited McGinn to the MSUAASF general membership meeting to discuss the survey.

- **Personnel—Gwyn Outka**

An updated roster on searches in progress, completed searches resulting in hires, and vacancies posted was provided. There will be searches conducted in the near future for 2 development directors.

- **Budget—Dean Trauger**

September 13 will be the first meeting of the Budget Sub meet and confer group.

Minnesota State Mankato's reserve will be similar to its reserve in the past. Tuition was capped this year at 7% which had approximately a \$600,000. impact on MSU. The Good news is that 7500 students applied for financial aid and \$23 million dollars in financial aid was distributed.

Trauger stated that there were problems with the system wide online payment process. It does not work when there is high volume of people trying to use the system.

- **Campus Demonstration Policy**

President Davenport stated that the provisions outlined in his letter of October 14, 2004 will be followed while forums and discussions on the topic continue. The President hopes that the discussions and forums can be conducted in such a way that we focus on 2 or 3 key issues.

- **Centers for Excellence**

Vice President Scott Olson said the final RFP from MnSCU will come out today or tomorrow. Minnesota State Mankato's partners in this endeavor will be the southern group of South Central College, Normandale Community College, and Hennipen Technical College and the northern group of The Northern Higher Education District, Anoka Technical College, and Alexandria Technical College. Olson stated that these are superb partners for Manufacturing, Engineering and Technology. Three to four proposals will be funded so this will be highly competitive.

- **Course Equivalency—Walt Wolff, David Gjerde, Warren Sandmann**

The course equivalency proposal and procedure that became effective August 30, 2005 was distributed. This procedure is a result of 1 ½ years of work done by UCAP. There was concern that there was a lack of communication and because of that lack of communication a 2 week window of implementation of this procedure was confusing. Discussion ensued and there was agreement that this was a good policy, but that the timeliness of the policy would lead to confusion and problems. Vice President Olson suggested that those offices and individuals affected by this procedure meet to resolve the issue.

- **Graduate Education Task Force—VP Scott Olson**

The final report from the Graduate Education Task Force was distributed

- **Creating a Campus Culture of Wellness—VP Swatfager-Haney**

A draft of the charge to the Committee to create a campus culture of wellness was distributed. This committee and charge is the result of the Strategic University Priority, Health and Wellness.

- **Holiday Choices—Joel Johnson**

Johnson stated the MSUAASF requests December 27 be the designated holiday for Veteran's Day and March 17 be the designated holiday for President's Day. Johnson asked that the management consider this request and that it be finalized as soon as possible.

- **Bulletin Board—Rich Wheeler**

MSUAASF is considering going to an electronic Bulletin Board online. Mike Lagerquist has volunteered to keep the electronic board updated. This would be an improvement since the prior bulletin board is pre-computer age.

- **Other**

The question was asked if the 2006-2007 calendar has been finalized. It was asked that this be clarified since the calendar posted on the web site reads DRAFT.

The President stated that there will soon be information to share on the proposal for the MnSCU common start date.

MSUAASF asked the Human Resources clarify the criteria (the why's and how's) for the honorarium that is in the MSUAASF contract.

Meeting adjourned at 2:30 PM

Minutes recorded and submitted by
Sandi Jessen
MSUAASF Secretary