

**MSUAASF Meet and Confer Minutes
February 5, 2009; 1:15 p.m. CSU 204**

Attendance:

Richard Davenport, Scott Olson, Patricia Swatfager-Haney, Doug Mayo, Mike Hodapp, Shirley Murray, Brian Jones, Lori Lamb, Marcius Brock, Michael Fagin, Rick Straka, Bryan Schneider, Richard Wheeler, Cindy Janney, Sandi Jessen, Linda Meidl, Lucette Wildt

Guest: Bryan Paulsen

Meeting Chair – Sandra Jessen

Master Planning Update

Bryan Paulsen provided a brief update on campus master planning. Paulsen Architects have been working on both a 5-year and 20-year plan, focusing on:

- A more pedestrian-friendly campus
- More green space, open areas for gathering
- More walkable campus, with reduced campus sprawl
- Not limiting borders

The current plans show the new College of Business Building in the current Lot 4 area, and the new College of Allied Health/Nursing Building attached to the new Trafton addition. Once Gage is decommissioned, housing will be more consolidated. A transportation hub is also planned, with more developed intercampus bus system and parking moved to campus perimeters.

I. Information Items

A. Minutes from January 22, 2009 meeting were approved.

B. MSUAASF Report: Sandi Jessen, ASF President

- Members were reminded to complete Ethics modules and attend Town Hall meetings at General Membership meeting.
- State M&C discussed Oracle Conversion (date now changed)
- Budget remains on everyone's mind. There has been some discussion regarding cuts impacting Office of Chancellor, as well as all campuses.
- Retreat is scheduled for March 24 – proposed topics forwarded to Lori Lamb.

C. President Davenport's Report

- Budget is on everyone's mind. President's Leadership council has been in discussions regarding impact of budget on all campuses; some (not MSU) are planning layoffs. The University sector also discussed the possibility of reorganization and regionalization of community colleges under universities. These matters are all just in discussion phase at present.
- The 60/120 credit limits remain controversial, with some discussion of legislative repeal, but President Davenport doesn't believe this will occur.
- MSU has largest bonding project going forward this year with hopes that some stimulus money might benefit these projects.
- Repeated that our focus must be on enrollment and retention strategies.

- Acknowledged the death of Dr. Betty Young this week, and noted that she will certainly be missed within the University community.
- D. Vice President for Student Affairs Report: Patricia Swatfager-Haney
- Noted that VPSA's throughout system have been discussing impact of budget cuts on student services with Linda Baer from Chancellor's Office. Focus is on preserving as many crucial support services as possible.
 - Thanks to Admissions staff for getting up-to-date with processing applications, despite challenges with online system.
 - A customized recruitment module is being considered to enhance recruitment services.
 - Mentioned positive meeting MSSA (students) with VP's Straka, Swatfager-Haney and Olson.
 - Noted continued progress on campus emergency response plan – some volunteer building coordinators still are sought, but plan should be ready to go to Cabinet soon.
- E. Policy Review Handout distributed. Pat Swatgager-Haney will get more details on which policies are included in each review date.

II. Discussion Items

- A. Human Resources: Lori Lamb
- Classified and Unclassified openings were distributed earlier this week via email. There are definitely less searches and hires. Question was raised again about number of classified positions being held at VP level.
 - Discussion on President's Day and Veteran's Day. President's Day will be an alternate holiday again. Veteran's Day 09 will be a class day, but an observed holiday for classified staff. There is a need for planning regarding essential services that day, with probable designation of some holiday-essential employees (based on need only).
- B. Budget Update: Rick Straka
- Described next 2-3 months as "hurry up and wait" mode, due to the number of unknown variables that will play into ultimate budget outcomes: upcoming forecasts, recession predictors, level of state deficit, tuition rates, contract settlements, etc.
 - Stated that most recent economic outlook was more grim in terms of continued decline in state tax revenues. State demographer and economist predicting deeper and longer recession, but with more robust recovery in 2010-2012.
 - Under the Governor's current reduction scenario, MnSCU would see a 13% reduction; translated to about a 7 million reduction for MSU, but this is still too preliminary.
 - Tuition increases are being openly discussed, but single digits (maybe 3-6%).
 - Important to realize that cuts at Office of Chancellor level will also impact universities in decreased central services.
 - Current reduction scenarios being considered for MSU include 3/6/10% - with identified reductions representing a pool of possible reductions, rather than defined cuts. Ultimate decisions will be made strategically, rather than across the board.
 - MSUAAF requesting more information and clarity regarding M&E Personnel summary distributed at last M&C. Specifically, request is for breakdown by division, all-funds,

and also clarity about which existing positions were moved from other unions to ASF. Rick's office will work on assembling these details.

- Question to VP Olson regarding impact of potential cuts on course sections. Some sections are being listed for fall, but kept at enrollment number of 0 for now, in order to keep option open of offering sections if possible. Larger sections are being encouraged wherever possible. Departments are being asked to reduce research and reassigned time to create an “instructional restoration plan” for those areas that will be most impacted by loss of TA's and adjunct faculty. Essentially, more faculty will be moved into the classroom from other assignments wherever possible. Students will need to be more flexible in order to get into the courses they need and desire.
- C. Enrollment Management: Scott Olson & Pat Swatfager-Haney
- Handout was distributed outlining enrollment goals for the next 5 years. Discussion of impact of fewer GA positions on graduate recruitment – more TA positions will be encouraged, rather than GA and RA. Obviously, the cuts may impact recruitment of graduate students. Largest growth areas projected are online and extended learning, which is where capacity is greatest
- D. Oracle Conversion: Bryan Schneider
- Conversion dates pushed back to March 5-9 (weekend before spring break) because testing revealed more work is needed before conversion.
 - Biggest concern will be post-conversion problems that could arise.
- E. MSUAASF/Cabinet Retreat: March 24; 9:00 – 12:00
- ASF requested topics have been forwarded to Lori Lamb, who requests small work team to help focus topics and plan day.
 - Sandi Jessen continues to discuss outside facilitator with President Davenport.

Meeting Adjourned at 2:35p.m.

Minutes recorded and respectfully submitted by
Shirley Murray, ASF Secretary