

MSUAASF Meet and Confer Minutes
July 28, 2009; 9:00 a.m. CSU 238

Attendance:

Richard Davenport, Scott Olson, Shirley Murray, Brian Jones, DeeAnn Snaza, Linda Meidl, Michael Fagin, Rick Straka, Marilyn Delmont, Richard Wheeler, Sandi Jessen, Lucette Wildt, Avra Johnson.

Meeting Chair – Richard Davenport

I. Information Items

- A. Minutes from May 7, 2009 meeting were approved.
- B. President Davenport's Report
- Retreat was held with AFSCME members yesterday, which was very productive. Many themes and concerns identified by ASFSME bargaining unit were similar to those raised at ASF retreat: communication, professional development, bullying and other workplace environment issues.
 - Board of Trustees acted on tuition increases last week. The increase for 09-10 will be 5%, of which 2% will be covered with stimulus funds. In 10-11, the stimulus funding of 2% coverage will carry over, and student increase will be an additional 5%. In 11-12, the stimulus coverage of the 2% will end, making this a part of the student increase, along with whatever additional increase is passed at that time. Since this is complex and somewhat confusing, communication of this will be on the tuition invoice and also sent via other means.
 - The President's Retreat is scheduled for August 11 from 8:00 – 4:00 at Gustavus. The theme will be on University strategic planning – both reviewing progress on current strategic plan and discussing a new, focused strategic plan for the University. The President anticipates brainstorming and open discussion, leading to 3-5 goals, which will include an ongoing focus on diversity and enrollment management.
 - Reminder that the Convocation address will be at 10:00 a.m. on Monday, August 17, followed by the all-campus cook-out. New employee reception will be on August 18 at 5:30 p.m.
 - Enrollment is generally stable in comparison to last year. Some variations in categories of enrollees. We have more full-time students, other institutions more part-time. This may change with growth of 7700 France.
- C. MSUAASF Report: Linda Meidl, ASF President
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 - Introduced new officers and Meet & Confer team (Linda Meidl, President; Shirley Murray, VP; Jen Myers, Secretary; Lucette Wildt, Treasurer; Sandi Jessen, Past President. Brian Jones, Negotiator, Rich Wheeler, State Liaison; and MSUAASF members who will be serving at large, Chris Connolly and Jesús Hernandez Mejia
 - Mentioned items from State Meet & Confer, including concerns regarding communication with students about tuition increases and online tuition rates. There was also clarification of the contractual bonus of \$32000 received by the Chancellor. The way the contract with the Chancellor was set up by the Board, part of his compensation was moved from his base contract to performance based and if he met certain benchmarks. Because it was determined he met certain benchmarks, he was given this "bonus".

Although it is called a bonus, it was really part of his contract. These contractual “bonuses” may also come into play for University presidents, as the freeze in place pertains only to base salary and this performance bonus was part of an existing contract. President Davenport responded and mentioned possibility of presidents’ donating any “bonus” to their respective Universities.

- The four ASF representatives who will be attending the President’s retreat are Sandi Jessen, Lucette Wildt, Jean Clarke and Mike Lagerquist.
- Linda noted that some of the Spring semester M&C dates may need to be changed due to conflicts with MSUAASF state meetings.

D. Dean of Students’ Report: Scott Olson in Walt Wolff’s absence

- A calendar for Welcome/Orientation Week for the students was distributed. The welcome/orientation activities have been condensed and reduced by one day. Also, the student convocation will now be held on Sunday evening. Any questions should be directed to Walt Wolff.
- Enrollment – early orientation session numbers were up, with later sessions lower. There has been an increase in transfer and returning students. Complete numbers will not be known until after the fifth day of class.

II. Action Items: None

III. Discussion Items

A. Budget Update: Rick Straka

- As a result of the difficult adjustments made this past year, the University should be in pretty good financial shape for this year (FY 10) and next year (FY 11). While the un-allotments to date were compensated by some restored funding, another un-allotment may come in FY 11. The big “cliff” is still anticipated in FY 12 & 13, when the state’s projected budget shortfall may exceed 7.8 billion. In order to prepare for this, we must keep enrollments up and expand online, transfer, off-campus and diversity strategies.
- The 2.4 million in federal stimulus money was used primarily to buy-down the tuition increase (noted above) and also will be used as one-time funding to bridge academic changes through early retirements, etc.

B. Online and Differential Tuition: Rick Straka

- Linda Meidl expressed concerns raised at state ASF meeting and from local members regarding communication of the online and differential tuition rates to students. Rick Straka explained communication strategies including online billing notes, statements with billings, and perhaps some revisions on the notes sections of online course listings. Rick will check on the feasibility of incorporating several of these options.

C. ASF Retreat Follow-up: Scott Olson

- Subcommittee of Scott Olson, Lori Lamb, Brian Jones, & Shirley Murray worked to summarize themes and potential action items from data collected at the ASF/Administrative retreat. This draft was distributed. Next step will be for ASF reaction and response, followed by further refinement and agreement on action steps and priorities for the year.
- It was noted again that many of the priority concerns/ideas were similar between the ASF retreat and the recently held AFSCME retreat. This will strengthen the case for putting resources into these areas.

D. Committee Assignments: DeeAnn Snaza

- A list of previous committees and their contact people was distributed. DeeAnn understood that a call for a few of these committees may have already gone out. Shirley stated that this is not the case for ASF, as the call for potential members for all committees goes out together. Further clarification is needed regarding the number of MSUAASF members needed for each committee and whether some are 2-year terms. DeeAnn will research this further, with the goal that this committee call can be ready as soon as possible.

E. Board Early Separation Incentive: Rick Straka

- Clarification provided that the purpose of the early separation incentives is to give management a tool to reduce staffing costs; not an entitlement of employees. Therefore these incentives will not be available per employee request. The incentives will be used selectively, probably mainly in academic areas, through specific targets set by administration.
- Scott Olson also noted that the data book used by administration to evaluate productivity of units is available for review (also online through Institutional Planning).

F. Human Resources

- Human Resources previously emailed the list of classified and unclassified positions and their status.
- DeeAnn requested ASF input regarding allowing the current fixed term incumbents to remain in the Assistant Director positions within the CAS until the hiring of these new staff is complete. President Linda Meidl will follow-up with DeeAnn regarding this.

Meeting adjourned at 10:30 a.m.

Minutes recorded and respectfully submitted by
Shirley Murray, ASF Vice-President