DRAFT MINUTES
MSUAASF Meet and Confer
November 12th, 2009


I. Informational Items

A. Minutes from October meeting approved

B. MSU President’s Report
   • CAP Program information is not all correct as represented in the media. Administration is committed to making the program successful, and recognize they may not currently have the right model. Currently they are reviewing the research on best practices.
   • The President has been doing “walk arounds” – meeting employees and taking notes on different departments on campus. Departments have been very receptive and President Davenport sees this as a positive way to stay involved with the inner workings of campus.
   • There was a clean audit of the university this year and President Davenport thanks Rick Straka and his staff. This represents the commitment of the entire university, as it couldn’t have been done without cooperation from everyone.

C. MSUAASF President’s Report
   • Echoed President Davenport’s sentiments that the walk arounds are viewed as very positive.
   • Members were happy to have the opportunity to voice their opinions at the Students First Open Forum.

D. Dean of Students’ Report
   • The alcohol working group committee has been pulled back together to look at the recommendations that came from MSSA.
   • Fall 2009 semester has been reasonably positive in regard to conduct and student behaviors

E. Informal Policy Review: Nov 6th to Dec 10th (Malcolm O’Sullivan)
   • Policies come up for discussion, revision and/or review for different reasons including: 7 year cyclical reviews, required federal mandates, and community member suggestions.
   • All staff received an email with links to all the policies. Members wishing to give informal feedback may do so by Dec 10th by contacting Malcolm O’Sullivan or Karen Fluegge (our ASF rep).
II. Action Items

III. Discussion Items

A. H1N1 Update (Connolly/Snaza)
   • Human Resources data shows that very few employees have taken three or more consecutive sick days in the last three months, indicating H1N1 may not be impacting employees as much as expected
   • The President will not be shaking hands at the December commencement, but instead handing out diplomas with two hands
   • Student Health Services medical clinic is getting “back to normal”. There will be an H1N1 vaccination clinic on November 21st at Mankato East, however only certain populations are eligible. They include:
     o Pregnant women
     o Children under 36 months
     o Direct providers of children under 6 months
     o Health care workers
     o Small children who are immune compromised

B. Update on Student First Initiative (Olson)
   o John O’Brien heard the comments from university members, but he also has a deadline set from the Chancellor’s Office. He is willing to come back to campus to answer questions at a future date.

C. Budget (Straka)
   o Enrollment is up with graduate students. The university is $300,000 to $500,000 ahead in tuition money. The forecast for FY 11 is a possible $2 million surplus. There may be another unallotment from the state government, so that surplus can potentially offset that.

D. HR Topics (Snaza)
   o BESI – 13 official letters of retirement have been received by HR. This equals approximately $1 million. There is anticipation of a few more before the November 16th deadline. 20 applicants would potentially be the highest. Concrete numbers will be known at the December Meet and Confer. No individual data regarding applications will be shared.
   o Veteran’s Day – HR would like input on the implications of the observance of Veteran’s Day by some bargaining units. One ASF member commented that he was glad the drop/add date for students withdrawing from a class was extended one day due to the holiday.
   o Human Resources vacancies were shared.
E. Feedback on Retrenchment (Olson)
   o Most questions from ASF members are about the process of decision making. Provost Olson will be able to address those questions when he attends the ASF General Membership meeting on January 26th.

F. Core Values Statement (Olson)
   o A survey was sent to all staff and students asking for words that define MSU. From that survey, over 3500 words were suggested. The words were narrowed down to 10 words and put into a draft statement of Core Values. This has been a consultative process throughout, with open forums. After feedback from the ASF executive board, there will be a survey sent to all members for final feedback.

G. Consultation Process – Restructuring of the International Programs Office (ASF)
   o Members expressed concern that the decision was made to decentralize operations without gathering feedback from the International Programs Advisory Committee. Provost Olson has spoken with Vice President Contag and feels that consultation did happen. There may be a miscommunication about what the actual concerns are. Both parties will follow up.

H. Clarify/Update Latino Center Staffing Funding (ASF)
   o President Davenport indicated the Latino Center ties in with the enrollment management strategic priority. Again he indicated that the media does not have all the correct information and expressed frustration that administration was never contacted.
   o Latino population is the fastest growing in the state. We as a university want to meet the needs of this emerging population. We have been recognized as the best location geographically to attract Latino students from Minnesota.
   o Dr. Fagin indicated that we have been selected/approached by the Latino community and the Mexican Consulate; they have indicated we are the preferred institution and the destination school in Minnesota to serve their needs.
   o There is no final agreement yet from the Mexican Consulate; things are still on the drawing board. There is a yet unsigned Memorandum of Understanding between MSU and the Mexican Consulate. This is different than a Memorandum of Agreement, but neither have been signed yet, so it is inaccurate to imply this is a finished plan.
   o There exists one time funding for renovation of a space. Funding for a position was written into the Access and Opportunity money. This funding source is available for two years, but after that, funding would need to come from elsewhere or there exists the possibility that the position would not be funded in the future. However, the university will need to look at the investment vs. the return of supporting this emerging population.
I. Strategic Priorities (President Davenport)
   o The development of committees is a month behind where administration wants to be
   o The committees are meeting now and developing their objectives. Those objectives will be shared with the university community by February 1st and the committees will be brought back together to formulate the technicalities of implementation of the strategic priorities.