

**CLASSIFIED MEET & CONFER  
DECEMBER 8, 2005, 10:00 AM, WA303**

Attendees: President Davenport, H. Dean Trauger, Karen Foreman, Terry Homer, Pat Pearce, Rob McGinn, Mitch Wallerstedt, Mark Parsley, Mark Johnson, Lori Lamb, and Scott Olson,

**A. Information Items**

- 1. Reorder/Additions to Agenda** – There were no changes made to the agenda.
- 2. Approval of Minutes from Previous Meeting** – The minutes from November 3, 2005 were e-mailed to Classified Meet & Confer members prior to this meeting, and no feedback was received.
- 3. President's Report (Standing Item)** – The MnSCU Board of Trustees had a public hearing regarding budget and tuition on December 7 in St. Paul. The student association proposed an 8.5% tuition increase for FY07. Karen Foreman mentioned that students have very firmly pulled together for a tuition buy down for them. MSU received a negative student tuition/budget consultation report from our Student Senate which we will address and challenge. No institution spent as much time with students in the consultation process. There were a number of surprises that came out of the China trip. They visited five universities and met with the *Chinese Daily News* editors. The President was involved in the higher education delegation but also a number of others. The higher education initiative would promote courses in Chinese culture and history as well as Mandarin Chinese. There is interest in developing exchange programs in several areas. MnSCU decided to submit a supplemental budget proposal to the Legislature in 2006. The Chancellor is requesting \$31.5 million to fund a global educational and training initiative, expanded biosciences programs, critical infrastructure and security technologies, and unanticipated fuel costs. The supplemental budget request includes \$3.5 million for a global initiative. There is a major focus on helping to move forward our global priorities in the system. Of all the items in the supplemental request, the President feels the one with the best chance of being funded is the global initiative. There may be some other initiatives that come out of the China trip. We would not duplicate the U of M's Chinese Center. Ours would tie in with the strategic initiatives. We will pay for IT infrastructure if we do not get the money for that.
- 4. Bargaining Unit Leaders' Reports (Standing Item)** – Mitch Wallerstedt (MAPE): The bulletin board concern has been taken care of. There is a statewide MAPE Meet & Confer today. They have not met for a few years and are trying to get on a regular schedule. Karen Foreman (AFSCME): Pat Pearce will be the next AFSCME local president beginning in 2006. Karen will be the vice president. The officers will stay the same. Jerry Harty will be representing employees on the state-wide Safety Committee, and Rob McGinn from MAPE will represent management on the state-wide Safety Committee. Mark Parsley (MMA): Mark agreed that the bulletin board is fine.

**5. MnSCU/Legislative Relations (Standing Item)** – We have two big projects going on—the Trafton Center renovation and seeking approval from the Legislature to go ahead with the MSU Campus Campaign. There was a controversy at the Chancellor's Office about MSU leveraging the Trafton building and the proposed College of Business building to reduce the commitment to operating costs for the new building for debt service. The President does not want to jeopardize either project, and wants Laura King and Al Johnson to review the matter and give recommendations. Taylor Center Phase 2 and Phase 3 were appropriation dollars and were debt service free. Trafton is the only bonding project. We do not have the money for the College of Business building up front because the Capital Campaign has not yet started. We did have the Taylor Center money up front. David Williams, the President, and legislative people are set to leverage this with the Clinical Science building. Once Trafton is handled, the Clinical Science building is next.

## **B. Discussion Items**

**1. Campaign Plans and Status / Marketing Plans and Status (Dave Williams and Jeff Iseminger - 10:00 a.m.)** – Vice President David Williams came to the meeting to give an update on Capital Campaign plans, and Jeff Iseminger came to give the status of the marketing plans. A possible Capital Campaign scenario was distributed. The one building involved in the campaign is the College of Business building with \$24 million in construction and \$8 million for maintenance and operations. The plan to raise money for the building was approved by MnSCU in October. There has been a lot of growth in business, and the potential dollars are greatest in that area. The current plan is to have a feasibility study and take it to the best donors. They will be asked what they think about it, if would they donate, and at what level. It needs to be determined whom to interview for this; there should be a good number by the first of the year. In tandem with the Campus Campaign effort we are trying new marketing plans. People need to know about MSU when they are approached as donors. Jeff Iseminger stated that the President approved a new brand strategy. In the next year purple and gold will be more prominent including more external manifestations. There is a contract to have seven or eight billboards in the city. In a telephone survey, one-third of households called MSU "Mankato State". In the *Minnesota Monthly* magazine there will be a full-page color photo of Glen Taylor as one of MSU's graduates. Other graduates will be featured in the future. We are stating what benefits MSU has to give—people have changed their lives "beyond possibility". Internally, after a lot of consultations, a list was made of 20 things that will be done to make MSU more prominent. Among them are new decals for the vehicle fleet, a new University pin, new street banners on Stoltzman and Stadium, and new photos for printed materials. John Cross will be taking the campus photos. They are all reminders of what we are trying to project as a brand. Mr. Iseminger and his staff are working with the bookstore and other vendors regarding future orders to make sure the logo used on items is correct. The logo specifications need to be better publicized because some people do not know them. The uniform policy will be revisited with management to make sure the policy and the new guidelines are consistent. Facilities has met with Jeff to make sure they are following the logo specifics and color. Sean McGoldrick suggested that if anyone else wants to get uniforms, they should go to

Ameripride since they have the correct specifications. Jeff has talked with Mike Hodapp and Scott Hagebak and told them to hold off on purchasing uniforms because of the new standards.

**2. Facilities Master Plan (Sean McGoldrick – 10:15) – Facilities Master Plan (Sean McGoldrick – 10:15)** – The Facilities Master Plan was completed in 2002 and will be re-accomplished in 2007 since MnSCU funds updates every five years. Since 2002, there have been several changes in the plan that have been driven by new locations for future facilities, the construction of a new residence hall, the decision to pursue a new College of Business with funds from a capital campaign, potential property acquisitions and changes in leadership so the vision has also been changed. There has been almost \$60 million in construction since, and going forward there are two large projects in the near term. The first is the two-phase, \$60M construction of a new Trafton Science Center and renovation of the existing Trafton which is the biggest project coming up. The FY06 Phase I construction will begin in October or November 2006; Trafton Phase II is \$24.5M and will begin in August 2008. The contracting strategy for the Trafton projects revolve around bidding new construction in 2006 and then bidding renovation of the existing Trafton in 2008. Secondly, we will be constructing a new \$35M, 608-bed residence hall sited at the former Rugby field; ground breaking for utilities work will occur in May 2006 with construction of the facility starting in November 2006. Construction is scheduled for 19 months, so we should see a grand opening in July 2008. There will be no parking for the new residence halls, and areas for new parking spaces on campus to replace the ones that may be removed as part of the residence halls are being looked at. We are also considering moving the Standeford Observatory and placing it closer to the Andreas Observatory. The College of Business building will be about \$32 million from the Capital Campaign goal of \$56 million to \$61 million. It would consist of 80,000 square feet of academic space and 15,000 square feet of conferencing/entrepreneurship center and be sited adjacent the Student Union. It is the only building in the state going forward that includes \$8 million in endowments to take care of the facilities upkeep and operations. We are considering demolishing Gage towers in FY08 since it makes financial sense to take down both towers at the same time. The estimated cost to demolish the building is \$4M-\$5M and includes the cost of asbestos removal. Demolition of the towers will be paid with state funds rather than with revenue funds. Once the Gage towers are demolished, we could potentially use the site for future buildings like a Clinical Science facility or a student ice rink on the site. If an ice rink were sited there, it would probably need to be paid for with a combination of student fees, M&E (for utilities), possibly donors, rental fees, grants, and/or city/county partnerships. An alternative siting for a Clinical Science building could be next to the existing Trafton. Regarding Stadium Road, there is potential for a median similar to the one on Riverfront Drive by Cubs and West High School. There has also been an underground concourse proposed at the intersection of Warren and Stadium. The University is installing 10 new lights with higher watt fixtures on Stadium Road and replacing the old 7 lights that are currently there. We also installed a fence with a rolling gate that now allows access onto MSU property from Hiniker Mill Road so people can get exit parking lots 20-23 more quickly than in the past. Finally, MSU installed fencing on Stadium Rd. in order to channel pedestrians from Lot 7 to the crosswalk.

**3. Budget (Standing Item)** – The FY07 budget is built on a 9% tuition increase. The student association recommended a tuition cap of 8.5%. The Board of Trustees will decide on the rate in January. Information on the FY07 budget will be given at Budget and Planning Sub Meet & Confers. The representatives on those meet and confers should give the information to their bargaining unit members.

**4. Recurring Items (If Needed)**

- a. **Parking** – No Discussion
- b. **Master Plan** – Discussed Above
- c. **Unclassified Searches (Lori Lamb)** – Lori Lamb distributed the Unclassified Administrative Position Openings as of 11/29/05. Questions about the report should be sent to Lori.
- d. **Campus Safety** – No Discussion

**5. Post-Retirement Employment Option (Lori Lamb)** – An information summary was distributed on the post retirement employment option. Each request for post retirement employment will be considered on a case-by-case basis. Lori can go to meetings or individuals to explain this. It was suggested that she attend the next AFSCME Executive Board meeting. The feeling that there is an entitlement to this has to be dispelled. This is an option for the employer to grant. It is a budget issue since no money came with this option. AFSCME's concern is that the process is fair. The Cabinet is developing a request form to submit to the Cabinet for consideration. This item will be brought back to Classified Meet & Confer.

**6. Holiday Schedule (Lori Lamb)** – There was no discussion regarding the Holiday Schedule.

**C. Action Items**

**1. Feedback on Smoking Policy** – The policy contains the recommendations of the Smoking Committee. A higher authority can make changes to the policy. There was some concern that allowing smoking 15 feet from a doorway is not far enough. Enforcement of the policy is also a concern. A lot of other institutions use peer pressure for enforcement, and citations are not issued. Anybody on campus can point out to someone that he/she is violating the smoking policy. St. Cloud State does not have a smoking room on campus now. MSU is the only MnSCU institution with a smoking room. The Smoking Committee recommended banning it. As currently written, the smoking room is out of the proposed policy. It was stated that AFSCME would want to retain a smoking room. Smoking policy issues need to be discussed at Cabinet: (1) Distance; (2) Enforcement; and (3) Smoking Room. Rob McGinn mentioned that MSU is exempt from city smoking rules. Input on the smoking policy should be sent to Lori Lamb. The Cabinet will make the final decision. Feedback on the smoking policy has been received from MSUAASF.

**2. Formal Review of Fire Safety and Protection Policy**

[www.mnsu.edu/acadaf/pdfs/FireSafetyandProtection.pdf](http://www.mnsu.edu/acadaf/pdfs/FireSafetyandProtection.pdf)

Handicapped people are not to be evacuated by staff. Staff can get them to a stairwell, and fire safety people will get them out. It was mentioned that the reality is that it is difficult to leave somebody behind. However, we do not have the resources to provide training or equipment to evacuate people who are not able to do so by themselves. Each stairwell is protected for 1-1/2 hours, so they are safe for that period of time. Rob McGinn will refine the section of the policy on evacuation. The Safety Committee needs to assign building coordinators to each floor of the building to make sure that everybody has gotten out of the building and to notify the fire department about a person or persons waiting on a certain stairwell. One or two people are needed per floor, but it is difficult to get volunteers to for this. The coordinators will also have to be trained. Mark Johnson will talk with Bryan Schneider about when the phone lines will be capable of sending a warning signal in case of an emergency. The system has been tested in small areas, and it does work.

**3. Formal Review of Post Secondary Enrollment Option Policy**

[www.mnsu.edu/acadaf/pdfs/PSEOmsupolicyrevised2005\\_06.pdf](http://www.mnsu.edu/acadaf/pdfs/PSEOmsupolicyrevised2005_06.pdf)

**4. Formal Review of Graduate Enrollment Policy**

<http://www.mnsu.edu/acadaf/pdfs/GraduateEnrollmentpolicy.pdf>

**D. Other Items** – No other items were brought up for discussion.

**Spring Semester Meet & Confers**

Thursday, February 2, 2006, 10:00 a.m., WA303

Thursday, March 9, 2006, 10:00 a.m., WA303

Thursday, April 27, 2006, 10:00 a.m., WA303