

CLASSIFIED MEET & CONFER

December 6, 2007

9:00 a.m., CSU204

Attendees: President Davenport, Pat Pearce, Valerie Roberts, Bob Arndt, Jerry Harty, Karen Foreman, Matthew Clay, Mitch Wallerstedt, Barry Wilkins, Mike Peters, Lori Lamb, Avra Johnson, Scott Olson, Marilyn Delmont, Rick Straka, Pat Swatfager-Haney, Vickie Hanson

Guests: Lorita Powell, Malcolm O'Sullivan, Linda Duckett and Betty Young

I. Information Items

A. Reorder/Additions to Agenda – The agenda was reordered to renew introductions.

B. Approval of Minutes from Previous Meeting - The minutes were approved.

C. President's Report – President Davenport attended the Leadership Council for presidents from various universities. VP Delmont and President Davenport talked about the IT projects across the system. There have been security issues with the H/R conversion and it is not fully implemented. December 31 is the goal to switch data bases. There simply are not enough resources to make this happen. All this money has been put into technology but where is the staff to get it done. Pres. Davenport-we are getting close to the end of the year and wrapping up before holiday break.

D. Bargaining Unit Leaders' Reports

AFSCME (Pat Pearce) – Capital on the hill will be two-day event in March. South Central campus will be hosting the Christmas party next Wednesday. Marie Loverink will be the new secretary and LeeAnn Frederick will serve on the Executive Board for Sodexo. Karen Foreman gave a thank you to IT Services and Facilities for their good work on getting the emergency broadcast notification out and the system up and running.

MMA (Barry Wilkens) – The contract has been ratified and will be signed on December 14; It will go to the legislature for signing on December 17.

MAPE (Matthew Clay) – Nothing to report.

MNA (Toya Schmidtke) – Not present.

MGEC (Mike Peters) – Nothing to report.

E. MnSCU/Legislative Relations – Bonding projects are the top priorities. There will be an alcohol summit on campus for the university community on December 17. MSU will be hosting a city-wide discussion later in January.

II. Action Items (Malcolm O’Sullivan)

Malcolm has received some comments on the below policies, let me know if you have any comments. Pat Pearce commented that the policies look o.k.

- A. **Policies Presented for Informal Review** (*Informal review period runs from Oct 31-Dec 3, 2007*)
 1. Transfer of Technical Credits
 2. Resolution of Student Concerns (new name recommended: Student Complaint and Grievance Process)
 3. Weather and Emergency University Closure
 4. Student Athlete Drug and Alcohol Education and Testing
 5. Grading
 6. Priority Registration
 7. Make-up Work and Missed Classes
 8. Smoking and Tobacco Use or Sale Prohibited (*Informal review concludes Dec 10, 2007*)
- B. **Policy Presented for Elimination** (*Informal review period runs from Oct 31-Dec 3, 2007*)
 9. Verification of Enrollment for Students with Disabilities
 - The policy approved last year, entitled “Access for Students with Disabilities,” incorporates the content of this policy.
- C. **Policy Presented for “Expedited Review”** (*single review period of 30 days from Oct 31-Dec 31, 2007*)
 1. Undergraduate Extended Learning Student Admission to the University
 - a. A single change, to increase the credit limit from the current 12 credits to 15 credits, is recommended by the Extended Learning Sub Meet and Confers.
- D. **Additional Policies Presented for Informal Approval** (*Concludes January 31, 2008*)
 2. Mathematics Placement
 3. Campus Information Technology Privacy

III. Discussion Items

A. Standing Items

1. **Parking**-Nothing new to report.
2. **Budget**- VP Rick Straka
 - There was good discussion at the last Budget SubMeet & Confer meeting. A meeting has been set up with the shared governances. Discussion will be held on the approach to separate reductions/reallocation which both has positive and negative sides. President Davenport stated on the positive side we are ahead of the curve on planning for the future. Enrollment management started two years ago. Enrollment management plan is to keep the enrollment stable to manage. Moving forward aggressively increases the number of students which will impact the budget.
 - We are not at the level of seeing a de-allocation, not realistic in this biennium.
 - VP Straka shared the Dept of Finance website which gives a good summary of what is going on: www.finance.state.mn.us
3. **HR Topics – Lori Lamb**
 - Lori Lamb distributed the unclassified searches/classified openings. The holiday issue has been resolved. Please let Lori know if you have questions.

4. Campus Safety – Rob McGinn

- There have been several new chemicals that have come out on the watch list that will be taken care of.

B. New Items

1. Enrollment Management

Scott Olson and Pat Swatfager-Haney handed out Enrollment Management Goals for AY08-09. They have been working to develop goals and would like your feedback to continue the steady progress to growth.

2. Alcohol Summit (Pat Swatfager-Haney)

MSU will be holding a campus-wide Alcohol Summit on December 17 from 8-11:30 a.m. An invitation will be sent to representatives from the bargaining units, directors, students and alumni/foundation board members. Early in January, MSU will host a community wide summit.

3. Grant Funding for Non-Alcoholic Events

This will be covered during the Alcohol Summit.

4. Diversity Plan (Linda Duckett and Betty Young)

Linda Duckett and Betty Young presented The President's Commission on Diversity-The Diversity Plan power point to the group. The charge they have been given is to recruit and retain underrepresented faculty and staff. President Davenport stated that this is the best overall plan he has seen at any campus and gave them three stars. Karen Foreman suggested performing exit interviews when people move around the university for various reasons as well as when an individual leaves the university.

IV. Other Items

President Davenport is hosting the Meet & Confer holiday reception at his home tonight starting at 5:30 p.m.

The meeting was adjourned.

NEXT MEETING: Thursday, January 31, 2008, 10:00 AM (CSU203)