

CLASSIFIED MEET & CONFER
February 28, 2008
10:00 a.m., CSU203
Meeting Chair – Rick Straka

Attendees: Provost Olson, Valerie Roberts, Jerry Harty, Karen Foreman, Marie Loverink, Barry Wilkens, Mike Peters, Lori Lamb, Scott Olson, Marilyn Delmont, Pat Swatfager-Haney, Mike Fagin, Rick Straka, Vickie Hanson

Guests: Linda Hanson

I. Information Items

- A. Reorder/Additions to Agenda** – There were no additions to the agenda.
- B. Approval of Minutes from Previous Meeting** - The minutes were approved and seconded.
- C. President's Report** – Provost Olson
- President Davenport is doing well after spending 4-5 days in the hospital after having knee replacement surgery.
 - The High Risk Drinking Summit was held yesterday at the Alltel Civic Center. It was a good day with 1,000 answers and lots of ideas on the wall.
 - Introductions were made as Linda Hanson, new Affirmative Action Director as in attendance. Linda was invited to the Meet & Confers to see what happens at them.
- D. Bargaining Unit Leaders' Reports**
- **AFSCME (Valerie Roberts/Karen Foreman)** – Valerie received a phone call from a member of the Commission on the Status of Women regarding the bullying survey. The consultants will be on campus April 3-4 to give the results of the survey. Karen Foreman testified at the MnSCU bonding bill hearing. She also attended a conference addressing affordable health care. Said it was an excellent conference with addressing at the state and national levels. She is happy for the transportation override veto bill as well.
 - **MMA (Brad Heilman)** – Nothing to report.
 - **MAPE (Matthew Clay)** – Not present.
 - **MNA (Toya Schmidtke)** – Not present.
 - **MGEC (Mike Peters)** – Tuition memo is at the Chancellor's Office. The MGEC Union doesn't have the option for alternative holidays. Mike will talk with Lori Lamb on this.

- E. **MnSCU/Legislative Relations** – The transportation bill passed. Moving the MnDOT bill to transportation leaving more money for HEAPR. It would be great to partner with the City of Mankato on the So MN Women’s Hockey Center/Performing Art Auditorium in downtown Mankato. This would provide new home ice at the WCHA level. Both men’s and women’s hockey would move there. It would be a multi-use facility.

- F. **Update on Policy Review Process (Handout)** – Formal review on policies will be ending April 7. Please direct any comments or questions to Malcolm O’Sullivan.

II. Action Items

III. Discussion Items

A. Standing Items

1. **Parking**-Would like parking feedback on recommendations from parking advisory committee. At what level do we do a parking and traffic study. Potential site at Gage with the new College of Business having an impact on parking. An RFP will be going out soon. A 12-15 year major traffic study will be done.

2. **Budget**-Legislature decisions will have an effect on FY09 budgets. Discussions have been taking place at Joint SubMeet & Confer/Joint Planning on issues for FY09. The current budget year is in good shape at this point. Lori Lamb will be talking about the state announcing a hiring freeze.

3. **HR Topics – Lori Lamb**
 - a. **Lists**-The unclassified/classified openings lists were distributed. There has been a classified change to the website. Lori is pleased to announce that classified positions are now listed on MSU website, instead of DOER site. The MSU website will link you to the DOER site.
 - b. **Calendar for 2008-09**-The academic year calendar for 2008-09 was approved in March. Classes have been scheduled on President’s Day and Veteran’s Day. John Winkworth will be working on FY09-10 and FY10-11 academic year calendars. Please let him know by March 20 if you are interested in helping.
 - c. **Notice of Vacancy Feedback to Diversity Commission**-Linda Duckett, Diversity Commission will be changing the wording to comply with diversity. Get any feedback on the form to her as soon as possible.

- d. **Vacant Position Review Form**-The Governor has directed a hiring restriction (freeze). MnSCU is exempt but asked to use care. Cabinet met on Monday and decided that each vacant position from that point forward would need to have a Vacant Position Review form attached to the PRF form. The form must be filled out by the director or Vice President as to why the position should be filled. Lori Lamb will be taking the forms to Cabinet on a weekly basis for their approval. In the short-term great credence will be given to the Vice Presidents and their decisions at managing their divisions. Long-term planning prioritizing will be done within the entire campus community.

4. Campus Safety – Rob McGinn (Nothing to report)

B. New Items

1. **New Telecommuting Procedure (MAPE request)**
MAPE was not present and this item will be tabled until next month's meeting. Lori Lamb stated that the telecommuting procedure is on the H/R website.
2. **College of Extended Learning Proposal (Scott Olson)** The proposal for the Establishment of the College of Extended Learning is working its way through. If Extended Learning becomes a college it is recommended a name change to market extended learning. Would the college have its own curriculum and oversight? Would they offer courses unique to them? Would they be hiring their own adjuncts and have authority within the college? Dean Lipetzky and staff already exist, just need a name.

IV. Other Items

The meeting was adjourned.

NEXT MEETING: Thursday, March 20, 2008, 10:00 AM (CSU203)