

CLASSIFIED MEET & CONFER

April 9, 2009

10:00 a.m., CSU285

Meeting Chair – Rick Straka

Attendees: President Davenport, Scott Olson, Lori Lamb, Avra Johnson, Walt Wolff, Marilyn Delmont, Mike Fagin, Karen Foreman, Valerie Roberts, Julie Dornack, Rob McGinn, Mitch Wallerstedt, Matt Clay, Rob McGinn, Barry Wilkins, Toya Schmidtke, Mike Peters, Vickie Hanson and Rick Straka

Guests: Malcolm O’Sullivan, Brenda Flannery, Gina Wenger, Claudia Tomany, Kathy Fodness and Barb Mitchell

I. Information Items

A. Reorder/Additions to Agenda – The agenda was approved.

B. Approval of Minutes from Previous Meeting – A motion was made and seconded to approve the minutes.

C. President’s Report – President Davenport

On the administrative reorganization Scott Olson has been asked to pull together a task force to review all plans which now are between 12-15 plans as part of the Student Affairs reorganization. The College of Extended Learning Reorganization is headed up by VP Hoffman. We have found some redundancies and crossovers that will be looked at. There will also be some other administrative changes you may be hearing about over the next year such as phase-outs and retirements. The Office of Chancellor has just starting layoff training for individuals. You should see this coming to our campus. We are pleased to hear of a tentative MSUAASF agreement. On the budget situation, we were hoping that the House would have done their work by this week, the House Higher Ed Committee decided to hold off on the budget bill process review until after Easter break. One of the problems on the budget is the fact that we won’t hear anything for certain until June. Setting tuition will be difficult. We are operating on a basis of a 10% reduction and are familiar with the recommendation from the Governor on the \$130M plus being allocated to Higher Ed and MnSCU for one-time expenditures. The Governor would like to cap tuition. The Board of Trustees feels differently about that. The misunderstanding on the \$130M allocation does solve a base problem and of course it doesn’t. We’re trying to figure out how to use that one-time money to address our problem and help us get back on our feet as a State and HE. The Board of Trustees and the Office of the Chancellor have been looking at various models and have presented these to the legislature. 1) Would be to buy down tuition by a 5% tuition increase with buy down upwards to 3% each of the years and 2) Use the rest of the money for campus. Some think all of the stimulus money should come to the campuses to address the problems on the campus and not buy down tuition. That’s still debatable. On budget side, the word is not yet clear. The Center of Excellence has come under fire. Aviation Management under the direction of Dean Miller is being looked at. It is a citywide issue. We have had discussions with the Airport Commission and no plan has been made. We have offered to work with So Central to turn the flight training over to them. We would keep the management portion so we have a two-plus-two where the Aviation program would still remain in Mankato. We have not heard back from So Central yet.

D. Bargaining Unit Leaders’ Reports

- **AFSCME (Karen Foreman for Pat Pearce)** – Comments:
 - Food Service-report back that we’ve seen improvements in labor management and workable summer schedule. Hosted a dinner a few weeks ago for a local organization and all they heard was rave reviews about the food.

- Budget reductions–Comments that H/R is simply the messenger. Difficult message to work through and have had heard stellar comments on how the communication has been handled.
- Has Cabinet considered the retirement incentive that’s going through the legislature?
 - If it passes, would Cabinet consider a joint labor management committee to make proposals?
 - Rick Straka, there are two proposals going through
 1. Retirement
 2. An additional bill to give the authority to MnSCU on contracts that they administer
 - The Senate will be taking testimony on this after Easter
- Questions have been raised from our constituency about proportionality and equity among the bargaining units. When you have data on this information it would be helpful if it could be shared. It’s unclear to people on how managers made the decisions on restructuring. Lori Lamb has the information and will provide it to President Davenport for his dissemination.
- Nature of our labor management meetings. Format the last couple of years has been listening and not a lot of AFSCME discussion.

Example: Clerical testing and recent shift change that happened in Building Services where they switched days to 4 – 10 hr. days for the third shift.

Rick Straka suggested that like the other bargaining units meet with an administrator and Lori Lamb prior to the monthly Meet & Confers to discuss those kinds of issues in more detail. President Davenport mentioned that he has had administrative retreats with other bargaining units. In all cases they have been very successful as things are put on the table and get a lot of feedback.

- With layoffs and shifting of people make sure to help move along any paperwork on open positions to H/R.
- While Higher Ed is urged to run like a business, Higher Ed and public entities are not a business. All information is public and businesses do not go out into the community to solicit funds. There’s a goodwill factor that comes through in HE. Difficult when the goodwill gets damaged with layoffs. It’s their consensus at this time that AFSCME members do not consider MSU a Great Place to Work. Really try to be advocates for the system. That gets hard to do when the goodwill gets damaged.

Pres. Davenport responded that HE is unique with freedom of speech. He has a concern to maintain that environment and work towards improving the situation. Layoffs have to be the toughest thing.
- **MMA (Barry Wilkins)** – Nothing to report.
- **MAPE (Matthew Clay)** – Nothing to report.
- **MNA (Toya Schmidtke)** – Nothing to report.
- **MGEC (Mike Peters)** – Preliminary survey with members regarding the MOA tuition waiver. Membership is concerned about members being given notice on their job status by their supervisors who may not have enough information. Are there guidelines put forward for supervisors and administrators when they hold these meetings with their employees. Lori Lamb is not aware of anybody from MGEC being impacted in any way. She would appreciate sharing any information with her to get to the bottom of it. All the 10% budget plans were out on the website and it was not the intent to have individuals learn that their position was being reduced by reading it on the website. Each Vice President should ensure that individuals impacted were spoken to in person.

E. MnSCU/Legislative Relations (Standing Item) – See above President’s Report.

II. Action Items

A. Policies Presented for Formal Review

The formal review ends April 10, 2009 on the policies. Forward input to Malcolm O'Sullivan in writing.

III. Discussion Items

A. Standing Items (If Needed)

1. **Parking-** The Parking Advisory Committee met and will forward their proposal to VP Straka and President Davenport for review. President Davenport commented that we are happy that Rob has decided to stay at MSU.
2. **Budget (Rick Straka)** VP Straka-We are in a hurry up and wait mode. Senate is out with a plan, the Governor said he will veto. MnSCU Board of Trustees has pushed back their first reading of the operating budget to June with action in July. We will not have final tuition rates until July. It has not been an easy process for the Cabinet and know how seriously the decisions have been taken. I'm hopeful we have laid out a conservative budget and that we won't be coming back this year with any more cuts. We are planning for 2012 and 2013 and making the big adjustments now.
3. **HR Topics (Lori Lamb)**

As we move through these next months, the vacant positions that are coming now are critical and we need to find a way to move paperwork even faster to get the positions posted as quickly as possible. I appreciate working so closely with AFSMCE.

 - a. Unclassified/Classified Lists-Updated lists were distributed.
 - b. Work Areas-Would like AFSCME's feedback on work areas for GMWs with the shifting of Student Affairs and Building Services. Would recommend that we implement those work area changes on July 1, 2009.
 - c. Seniority Rosters-To reduce and minimize paperwork these lists have been sent out electronically and need to look at areas where they get posted.
4. **Campus Safety (Rob McGinn)**

The building emergency coordinator is moving forward. People will be notified and training will be scheduled soon including tornado training. Stadium Hill sidewalk will be redone this year. We will be moving the sidewalk back on the curve and increase the height of the sidewalk for safety reasons. We will be working with the city to get the project done.

IV. Other Items

1. **Purchasing Card (Rick Straka)**

We are looking at a significant expansion of our purchasing card program to help make things more efficient in the Business Office. We will be transitioning to a policy where all purchases under \$5,000 will be made on a purchasing card as opposed to doing purchase orders. This will create efficiencies and we also get a rebate on purchases.
2. **Summer Meeting for Meet & Confer (Rick Straka)** Timing of budget we would like to discuss the possibility and option for an additional one or two meet & confers during the summer. Maybe one of the meetings could be a retreat with the bargaining units. Lori will work with AFSCME to schedule a retreat for this summer.
3. **Draft Cell Phone Policy (Rick Straka)**

This will be tabled until next month's Meet & Confer. Matt Clay, MAPE has a meeting with MnSCU on April 28 regarding this.
4. **Honors Program (2:30 time certain) Brenda Flannery, Gina Wenger, Claudia Tomany)** The group shared with us what they have been doing with the Honors redesign program and what's on track for fall. Information was distributed which included the overall timeline and First Year's Honor brochure. The brochure has an overview of the mission, the course work, activities and what the redesign is about. It's a recruitment tool for the first group coming in. They are working on three main goals: Leadership, research and global competencies.

5. Differential Tuition for Online Programs (Scott Olson)

Differential Tuition for Online Programs is the only tuition which does not go through the Board of Trustees and we have total authority as a university. With Online Programs we are given blanket permission to set tuition at a market rate. The Extended Learning SubMeet is proposing a \$30 surcharge tuition differential just for online programs. This is \$30 per credit. We are one of the only universities in the state that is not charging some type of differential fee. It was presented to MSSA about three weeks ago.

6. Student Affairs Reorganization

AFSCME passed around their comments to the reorganizational charts. Scott Olson mentioned that there will be a group to review all the suggestions received to figure out the one that will work best. He shared a couple more ideas that came forward from groups (SAC and a petitioned group) He would like you to review them and get back any comments within the week.

Rick Straka, Minnesota State, Mankato is partnering with MnDOT, the City of Mankato, Blue Earth County and Nicollet County to look at a Mankato Area Transportation Study. It's time for the regional study to move forward again. We are taking a bigger role in it this time in partnering with them. Perry Wood and his area are working to support the MATAPS study. We will be getting a survey out to all faculty, staff and students. Just to be aware that you will see a letter regarding the survey coming out soon.

Lori Lamb suggested that we extend Classified Meet & Confer meetings 15 minutes until 11:15 a.m. to make sure we can cover all the agenda items.

The meeting was adjourned.

Spring Semester Meet & Confer Schedule
May 7, 2009 10:00 a.m. CSU204