

CLASSIFIED MEET & CONFER
November 13, 2014
10:00 a.m., CSU204
Meeting Chair –Rick Straka

Attendees: Richard Davenport, Rick Straka, DeeAnn Snaza, Ed Clark, Kim Greer, Henry Morris, Mike Gustafson, David Jones, Mike McLaughlin, Jerry Jeffries, Chandler Holland, Norleen Turensky, Mark Parsley, Kevin Schull, Pat Pearce, Val Roberts, Julie Dornack, Katie Roeder and Vickie Hanson

Guests: Ron Fields, Lynn Akey, Linda Hanson, Suzie Dugan
Todd Miller and Amy Vokal (City of Mankato)

I. Information Items

A. Reorder/Additions to Agenda – SaVE Act Update (Linda Hanson) was moved up to a 10:00 a.m. time certain on the agenda.

B. Review of Notes from Previous Meeting (Rick Straka). No changes to the notes.

C. President's Report (President Davenport)

Charting the Future-From my prospective as President at the university, my goal is to keep the university moving forward and try not to stumble along the way. We are an institution very proud of what we've accomplished and we see ourselves as always pushing the envelope to be the best. Whether it's taking care of the grounds, our buildings, our students, we always set the bar very high. I don't want to see us getting dragged down in the process. We need to keep positive and moving forward. We have two new buildings that have been approved recently. We had our new Carkoski Commons design approved and the Clinical Sciences Building ready. We will get rolling with a lot of planning to do prior to that time.

Jerry Jeffries-What is being done to bring the faculty back to Charting the Future? President Davenport- There is a lot of communication going out from the Office of the Chancellor and back and forth. My personal view that trying to discuss the issue in the newspaper isn't the approach that I would take from a presidential stand point. It makes the issue a public issue and it should be all about the colleges, the universities and the Chancellor. The Chancellor wants to get everybody to the table and most of the bargaining units I have talked with are also interested in moving ahead. There is a lot of good stuff included in Charting the Future. President Davenport is involved with the Learning Technology Committee. There tends to be a stalemate. I was at last week's Statewide Meet & Confer for the IFO and there was a positive attempt to try to bring the forces together. I do think we will be able to do that and have discussions. I'm pretty encouraging that we will get back to the table and move ahead. The Board of Trustees have made it very clear that they will stand behind Chancellor Rosenstone. I don't think he is going away so we have to figure out how to help him make some steps in the right direction to reach out. Jerry Jeffries is getting strong feedback from his union if they should continue to participate if the faculty aren't at the table. How can we make changes in our academic plans if the faculty aren't there? President Davenport-Student government spent yesterday asking the same thing. They did take a vote and decided not to chime in with the vote of no confidence and not to pull out of Charting the Future, because they believe there is so much good about Charting the Future that they want to continue moving in the direction with hopes that things will work out. David Jones- The students have had about three weeks of conversations and last night it came to a point where they passed a motion indicating they neither endorsed nor censored Charting the Future, and want to be involved in the conversations but reserve the right to change that at any point that it makes sense. President Davenport-We have been working with the IFO and have a lot of discussions and yesterday there was an attempt to reach out to the faculty members and there were a number of our administrators there. Kim Greer-Our faculty association has made it very clear that we have a very good working relationship and we are going to continue to do that. They had two open meetings yesterday to discuss with faculty and staff and their most recent concerns related to the request for mediation and how that request came about. Their concern was that they had not been

communicated with in the way they would have preferred to have that request moved forward. That seems to be part of the larger concern about Charting the Future feeling that they would like more of a voice and more representation on the implementation teams. It was an informative meeting that Mary Visser ran and she invited administrators. At the meeting I attended it was made very clear that they want to have communication and continued communication about this, but the Chancellor needs to reach out to them in that way. There are many aspects of Charting the Future that they are very much in agreement on. They specifically were talking about issues around diversity and helping students more easily transfer into the university. Communication is one of the things that is being requested. President Davenport-There is really an all-out attempt to try to get mediation moving forward and even though the Friday meeting at the System Office didn't go well, I think a few days has past and there is an interest in trying to go forward in a partnership approach to mediation with both parties sitting down behind closed doors. That has not happened yet. There is an attempt to try to get that back on track. If that gets back on track, the issues that are a concern for all of our bargaining units, administration and everybody will be at the table and be discussed. Then in terms of how the other bargaining groups decide if they want to participate in that is up to you.

President Davenport-The implications of the recent election, the House went over to the GOP, sometime this week the Higher Ed chair will be appointed. We know that in the past when the DFL was in charge of the House it wasn't always easy going for MnSCU. I think we need some balance between the House and Senate. Not making any predictions about appropriations at this point.

D. Bargaining Unit Leaders' Reports

- **AFSCME (Pat Pearce)** – We have our local negotiations team in place. Frontline Conference will be May 27-28, 2015 at Hennepin Technical College in Brooklyn Park. The food drive is about ready to get launched and will also be part of the President's Chili luncheon. Val Roberts-Met with food shelf and mentioned that they are in need of personal care products.
- **MMA (Mark Parsley)** – Nothing to report.
- **MAPE (Mike McLaughlin)** – Nothing to report.
- **MNA (Toya Schmidtke)** – Not present.
- **MGEC (Kevin Schull)** – Nothing to report.

E. MnSCU/Legislative Relations (Standing Item) (President Davenport)

It's not a bonding year but there will be some projects that MnSCU will try to get funded. The big question in terms of legislative relations will be appropriations. VP Straka-The President and I will be at the MnSCU Board of Trustees meeting next Tuesday there will be the second reading of the legislative request. The first reading for \$142M was asking the legislative to fund a 3% increase for the next two years. 3% for compensation and 3% for other inflation for the rest of the biennium. The Board of Trustees wants to be sure that we will see a resolution or statement in the second reading saying MnSCU would consider a tuition freeze if they got that amount of money, but what they want is a stipulation saying the MnSCU Board of Trustees reserves their statutory authority as fiduciary agents to review all revenue forecasts to ensure a proper budget for the state colleges and universities. You will see some language change from the first reading.

Next year for budget, it's really early, we haven't seen the Governor's budget or the November forecast. It's early to make projections for FY16 and beyond. As we look at our base budget, if our spring tuition is similar to what our past fall and spring has been we could be down \$1M in tuition. So the discussion we will have as a community if the tuition bubble is negative, a tuition shortfall, how will we react on a short-term solution or how much do we need to go into base? In January we will know more because all of the settlements will be through. President Davenport-We will look for cuts in all areas before we cut staff. \$1M is a non-issue if we save only 150 students from leaving the institution.

II. Action Items

III. Discussion Items

A. Standing Items (If Needed)

1. **Parking** – Nothing to report.

2. **Budget (Rick Straka)** – Discussed earlier in MnSCU/Legislative Relations.

3. **HR Topics (DeeAnn Snaza)**

- a. Unclassified/Classified lists were distributed-Questions can be sent to DeeAnn.
- b. 2015-16 Holiday Calendar-An email will be going out to bargaining leaders for input from their members on the alternate dates for next year. This year Friday, December 26 is Veteran's holiday and Friday, January 2 is President's holiday.
- c. Winter Office Hours-An email communication will be sent out on limited office hours during the holidays from December 24 through January 5.
- d. Professional Development Day-Wednesday, January 7, 2015. An email will be coming out looking for proposals.
- e. Search Committee Member Reminder-Still looking for search committee members for CSET Dean and Associate Provost and Vice President for Academic Affairs.

4. **Campus Safety (Chandler Holland)**

- a. **Ford Hall Update**-There will be a meeting Friday with group to summarize test results in air quality. Our goal after tomorrow would be to put together a presentation and a public meeting with the folks in Ford sometime before finals week.

IV. **Other Items**

1. **Policies for Review (Lynn Akey) 10:25 a.m. time certain**

This is a process that we follow every year. At the beginning of the year we put out a call to the campus community looking at policies to bring forward into the review process for revision, new policies that need to be developed as well as our standing policies are on a seven year review calendar. If they are not called forward within seven years at seven years they automatically come up for the review process. The policy consultation and review committee meets on a regular basis and looks through all of those requests and determines the slate to move forward and to review for the standard calendar year. This year we have 18 policies that are coming into the review process. Three of those are new policies for our campus, the rest would be revisions to existing policies. We are now at the process of informal review which we put out to the campus community and ask for feedback. It's a minimum of 30 day period of time. Please submit your comments and feedback by December 11, 2014 when all information is compiled and posted on public website. Formal review will begin in January for 45 days. You will be asked to provide feedback and comments.

The University's policy consultation and approval process includes two review periods during which members of the university community have the opportunity to read policy drafts and suggest modifications. The first period, entitled "informal review," results in revisions of the initial drafts based on the comments received.

In accordance with the review process, the following policy drafts are presented for informal review which will run from November 7, 2014 to December 11, 2014.

A. Revised Policies

1. Academic Re-Evaluation
2. Continuing and Professional Education
3. Illumination Standards
4. Lock, Key and Electronic Access Control
5. Minors on Campus
6. Pets on Campus
7. Post-Secondary Enrollment Option
8. Protection of Human Subjects in Research
9. Responding to Issues of Research Misconduct
10. Recognized Student Organizations, Privileges, and Responsibilities
11. Satisfactory Academic Progress for Undergraduate Students
12. Student Education Records
13. Student Financial Aid Eligibility: SAPS
14. Undergraduate Admissions
15. Undergraduate Requirements for Degree/Award

B. New Policies

1. Lactation Spaces and Gender-Neutral Restrooms in New Construction/Renovations
2. Recording of Classroom Lectures and Materials
3. Zero Credit Hour Courses

Copies of all policies under review may be accessed at <http://www.mnsu.edu/policies/whatis/review/>, within the "Policies Under Review" section.

Comments may be provided electronically (lynn.akey@mnsu.edu) or in writing (Lynn Akey, Office of Institutional Research, Planning, and Assessment, 315 Wigley Administration Center). **Please submit comments no later than December 11, 2014.**

2. Police Officer Proposal City of Mankato - Suzie Dugan and Todd Miller/Amy Vokal (David Jones) - 10:30 a.m. Time Certain

At the last two Meet & Confers we brought forward the concept of a city police officer patrolling the campus neighborhood as brought forth by the City of Mankato. Attending today's meeting are Todd Miller, Public Safety Director, Amy Vokal, Deputy Director for Police Operations and Suzie Dugan, University Director of Security.

Todd Miller-I have a responsibility for MSU, it's wholly located within the corporate limits of the city of Mankato and I'm the Director of Public Safety Police Chief in Mankato, and we have a responsibility for this campus. We've always had a good relationship with MSU and since we started operating on the community policing and the community governance philosophy, I've had a commander assigned to MSU and two officers that have this as their neighborhood. Every part of Mankato has an officer assigned. We have a great partnership with campus security and are not trying to replace campus security. We have different job functions. We deal with law enforcement and our officers carry guns and are authorized by State of Minnesota to make arrests all of those things that are part of being a licensed certified peace officer. In discussions with the City of Mankato, we realized that there are a lot of threats within the city of Mankato and we look at where are our concentrations. We have a mall, high schools and campus (which are our main threat areas). In our budget for 2015, the City of Mankato will dedicate funds to hire three new officers next year to be assigned strictly to the downtown business core and we are going to assign one officer to the campus of MSU and the purpose is not for law enforcement. The focus is community policing which is to build partnerships, get to know the people here, find out what the issues are and identify the problems and work with them. Build relationships with the MSU faculty, staff, students and surrounding neighborhood.

St. Cloud has a partnership with the police department and have three officers assigned. They are allowed to do certain things and the first year report showed that they had made a significant impact on serious crime on campus. We are not going that route, focusing only on serious crime, we are putting one officer here to start. Eventually we would like to expand it because we want to be part of the campus community.

Pat Pearce-You mentioned expansion in a couple of years, is that a funded expansion? Todd Miller-The officer that is going to be assigned at MSU is wholly paid for by the City of Mankato. I know that St. Cloud State does pay for three officers on campus and St. Cloud Police provides those officers as well as a supervisor and support staff. We currently have partnerships with IDS#77, two school resource officers and this is going to be somewhat similar to that but will have different duties because the campuses are different. Right now we have one and a half officers assigned to the middle and high schools. IDS#77 pays for one of those officers the City pays the half. When the new middle school comes online in 2016, we are in negotiations with IDS#77 as they want an officer at that middle school so they will probably pay for another officer for nine months and the City will pay for three months.

DeeAnn Snaza-You mentioned earlier about going into the classroom, is that going into the classroom at any time or to educate and how do you see that? Todd Miller-Education is a big part of prevention and we would be going into classrooms where the officers would be invited in to speak on a specific issue or topic by the instructors. President Davenport-Does the same thing apply to residence halls? Todd Miller-One of the duties of the officer would be to get to know the residence hall staff, spend some time there, it's important to build trust so that the student know that there is an officer here and who that is. One of the big issues on college campuses everywhere is sexual assault. We want people to run to us, not away from us and build that trust.

Mark Parsley-In reference to St. Cloud having three full-time officers, what does their security force have that is provided by campus at St. Cloud State? Suzie Dugan-I'm not sure of exact number of CSOs, maybe three. Mark Parsley-Would that have an impact if we increase here we lose members? Suzie Dugan-I've been told no. Todd Miller-We are not looking to replace security at all. We work together, but have different job tasks and responsibilities. Security serves a valuable purpose, this is an additional service; we just need to have people up here. VP Straka-How much of your force is made up of MSU grads? Todd Miller-We are about

half of our officers are graduates of MSU. Public Safety Commander, Matt DuRose, is a graduate of MSU. Most of our staff are well aware of the culture here and MSU. We have 90 applications for the three openings we have. The process will be when we select the officer that will be assigned here, we will take an experienced officer, someone who has been on the streets, not in training, that has a desire to be at MSU. When we do those interviews there will be someone from MSU sitting on that interview panel so we can select the right fit. Out of the 90 applicants, well over half of them are MSU grads. David Jones- Will you clarify your thoughts on shifts, what time of day? Todd Miller-This officer would have to be flexible, because we want them to be involved on a Saturday at a football game, other events occurring at night and during the day (flexible schedule).

President Davenport-Thank you for taking the time to meet with us today. You have jurisdiction and don't really need the university's permission to come on campus so is this more of a courtesy? Todd Miller-You lay the ground work and build the relationships, build the trusts and partnerships and hope to gather a lot of input from campus about what are the concerns that you have in various areas that we can work together to address. We will work together. President Davenport-This has been a good educational experience for people to talk about the proposal and try to understand issues we don't think about. Through the course of today you will hear one of the issues that will come up is a concern about profiling the underrepresented population. Nationally you know the literature and it's been a criticism against law enforcement across the country. Todd Miller-Profiling is if you are stopping someone merely because of their race, sex, religion and targeting them. We don't do that it is not allowed, there would be serious repercussions if we're doing that. We are recruiting for diversity, diversity is part of our community and culture. We will profile for criminal behavior, but not for anything else.

Todd Miller-We would like to know when we get this project going, how we would reach out to your groups?

3. SaVE Act Update (Linda Hanson) – 10:00 a.m. Time Certain

Linda provided an update from last month on the Sexual Violence Panel 9 Marketing Campaign and Educational Campaign. She shared materials that will be coming out on electronic monitors, Facebook, Twitter and poster boards. The first one is an app called "Circle of Six". Students and employees can put this app on their cell phone and it provides them with a mechanism of contacting six friends letting them know that they are in an unsafe situation and please come and get them; or there are a couple of other icons, call and pretend you are someone so that I can leave the situation. It's a way to prevent sexual violence and giving the individual an opportunity to contact someone else. 75 copies of this have already been delivered to residential life to be put in the res halls. The other five are prototypes (we have not printed yet). Affirmative Action is waiting to hear back from the Office of Civil Rights to provide guidance on the SaVE Act and the Violence against Women Act and we want to make sure before we print them there haven't changed any directives that we have. The posters explain the definition in our sexual violence policy, what consent is and what sexual assault is and then we talk about the two areas that were just added this year, dating and relationship violence and stalking. The other one is reporting. That is again something that is found in the 1B1 Sexual Violence policy, who has a duty to report on campus and who is strongly encouraged to report. That is one of the areas we are waiting from the OCR guidance to make sure our policy is in compliance with federal law. We are currently working on launching the sexual violence D2L module introduced last month and will launch when the students come back in January. President Davenport will be recording a welcome message to start out the D2L module.

- Pat Pearce-The Police Chief mentioned MSU representation during interviews. Would it be possible for bargaining units to have a rep? David Jones-Let's have the conversations to figure out how to do that. Absolutely, if you want to.
- VP Straka will be at MnSCU CFO meetings during the date of our next Meet & Confer so Ron Fields will be hosting.

The meeting was adjourned.