FA President Larsson called the meeting to order at 3:05 p.m.

1. **Information Items**—
   a. **Reorder/Additions**: None.
   b. **FA President’s Report**: FA President Larsson: Contract mediation begins tomorrow. I attended the State IFO Meet & Confer last week. The Chancellor is not receiving positive budget news from the State Legislature. Work is being done on various MnSCU Polices including those on travel and intellectual property. We in the IFO have reached a tentative agreement with our own staff; this should be become official at our State Board meeting next week. We anticipate a final decision on our General Counsel position as well. We wish to thank Vice President Fagin for the notice on the interview schedules of the three remaining Affirmative Action candidates. We do admit we were caught by surprise last week with the late announcement of the interviews for the first two candidates. We do have some concerns with searches for head coaches. We’re in pretty good shape on regular searches but searches for head coaches present some special issues. In the local FA spring election we will be considering making a change in our constitutional by-laws creating a Sub Meet and Confer for Program Review and Assessment. I do serve on the MnSCU Textbook Pilot Pricing Budget Committee. There will be $500,000 made available for pilot projects on textbook pricing.
   c. **MSU President’s Report**: I want to start giving kudos to Dr. Paul Hustoles and the faculty, staff, and students in Theatre and Dance for their recent success at the Region V Kennedy Center American College Theater Festival held this past week in Omaha, Nebraska. Eleven faculty members have been awarded 2008 Teaching Scholar Fellowships for research projects this summer. The annual fellowships provide support for faculty as they develop new ways to improve teaching and learning. Todd Hoffner has been named the 14th head coach in the history of the Minnesota State Mankato football program. He convinced me he is concerned about the students. Last week the Maverick wrestling team was ranked No. 1 nationally in the NCAA Division II Wrestling Coaches' Association poll. The ranking is Minnesota State Mankato’s first-ever top billing in the poll. Vice President Straka will join us later to talk about budget. There are significant concerns with the Information Technology (IT) system especially with the Human Resource parts of SCUPPS. HR Director Lamb: It has been a difficult period of transition for us. From our perspective there was no testing, no training, just implementation.
We are trying to help the Office of the Chancellor to understand the difficulties. For example, security changes have drastically eliminated access to information on the system. We’ve seen some response from ITS which is encouraging. I remind you that this is the first of several conversions that are planned. Vice President Delmont: I am meeting with Joanne Chabot, Deputy CIO of Information Technology Services (ITS), to discuss these problems. These are not things we can do anything about at the local level. They, too, are interested in security issues. Director Lamb: They do not ask us. FA President Larsson: This is another example of the communication problems we talked about in the fall. There has been some progress on the academic side with things like D2L. The FA would welcome a more detailed description of the problems. President Davenport: We have been making progress on the Campus Master Plan. We are planning to have three days of meetings in March focusing on the Campus Master Plan (March 7, 21, and 27). The campus will have the opportunity to review the latest schematic designs and to provide comments to the planners and architects. Assistant Vice President Avra Johnson provided a summary on both residential housing ideas and the Master Plan. The residential proposal is for a 600-bed location on the south side of Carkowski Commons. She also talked about the proposed location of the College of Business building, possible modifications to Armstrong Hall, an expansion of Morris, and a parking ramp/transit hub. Vice President Straka indicated that in a couple of months we should be hiring a designer for the College of Business building. In terms of a construction sequence the COB building should be first, then the new residence hall, followed by the College of Allied Health & Nursing building, and changes in Armstrong Hall. All of this will likely extend beyond five years. President Davenport: We are starting to talk about a Student Affairs building as well. FA: In what sense is this plan “green”? Assistant Vice President Johnson: Primarily in terms of landscape and architecture. Vice President Straka: Current MnSCU guidelines call for a considerable increase in the energy efficiency in building design.

d. Provost/VPAA’s Report: Provost Olson: I wanted to mention the 120-Credit Cap proposal currently under development by a system-wide group. As you recall this is a legislative requirement with our policy to be developed by January 2009. We anticipate much of the leadership will be taken by both UCAP and Gen Education Sub Meets. We wondered if it wouldn’t also be a good idea to communicate with department chairs on this matter. We may wish to begin conversations this spring on the transition. The way things are looking it is likely that waivers to exceed 120 credits will be possible if accreditation driven; if not, there might be problem is securing a waiver. Once the policy is determined, implementation will start with the new entering freshman class of 2010. FA: I would anticipate some difficulty with programs having a significant component of lab courses getting to the required level. Provost Olson: Let me just suggest that we begin thinking about it. On another matter I’d like to report that we look to be close to making an arrangement to have use of a location in the Twin Cities for classes. We are looking seriously at a building at the intersection of Highway 169 and Interstate 494, near the Minnesota Viking training facility. This looks to be a great site and will strengthen our partnership with Normandale Community College. FA: Will there be more faculty positions for this increase in enrollment? Which comes first, the increased enrollment or the additional faculty? It is kind of a “chicken and egg” arrangement? Provost Olson: If departments are interested, Dean Lipetzky will find ways to fund faculty. All programs will not work in this location. I’m thinking programs dependent on a regular instructional configuration are more likely to use this facility as opposed to programs requiring labs.
e. **Human Resource Topics:** HR Director Lamb distributed the classified and unclassified lists. She also discussed a proposal design to improve the quality of our searches by including HR staff in the process on a limited basis. This was tried with the recently concluded head football coach and proved to be quite successful. She mentioned that an on-line applicant process is still being considered.

f. **Update on the Policy Review Process:** A one-page attachment on Policy Status was distributed and not discussed. Questions and concerns should be directed to Malcolm O’Sullivan, in Academic Affairs.

g. **High-Risk Summit:** Provost Olson noted that the community meeting will be held in the Alltel Center on the morning of February 27. It is anticipated that there will be broad participation from various segments of the community.

h. **Bullying Survey Update:** HR Director Lamb indicated that the campus committee is getting the data together. Initial estimates are that the participation rate is over 30%. The results are coming and the campus committee will know better next week.

i. **COOP Update:** Vice President Straka stated that we are making progress and should have completed our planning efforts in the near future.

2. **Action Items—**
   a. **Close of Informal Review Period:** Mathematics Placement Policy, and Campus Information Technology Privacy Policy: No additional comments were made on either policy

3. **Discussion Items—**
   a. **MnSCU/Legislative Relations:** President Davenport: It is a bonding year. Eight of the 30 bonding projects were MnSCU projects. We expect to get our share. There is talk about the elections. There are four trustee openings. We anticipate we will have two candidates from our area. We need representation from this part of the state. The governor recommended $40 million for HEPR funds.

   b. **Budget:** Vice President Straka: I have just returned from the system-wide CFO meeting. We all agree it is not a great time to be a CFO. There are so many unknowns. We are working on various budget scenarios. We need to look at the reallocation process. We still await settlement of various collective bargaining agreements. President Davenport: Are there any initiatives being considered by the Office of the Chancellor? Vice President Straka: The Board has reaffirmed their position. Vice Chancellor King states that the campuses are able to reallocate with current resources. The February economic forecast is important. FA President Larsson: We wish to acknowledge that from our perspective the joint meetings of the budget, planning, and assessment groups have been quite positive.

   c. **Voluntary System of Accountability (VSA):** Provost Olson: The Program Review and Assessment group is looking at this Voluntary System of Accountability approach to see if it is something they wish to support. Do we want to do this? If we do, how do we get at student learning outcomes? FA Chair Jackie Lewis: The system is developing a dashboard for displaying the results. Provost Olson: Our proposed VSA approach is broader and not limited to MnSCU institutions. We would like to encourage the system to use this approach rather than the limited MnSCU approach. ASF would like to participate in the Program Review and Assessment group.
d. **Great Place to Work:** HR Director Lamb provided an update. The committee is working at refining the elements. A computer survey is coming out to provide a base line for comparison.

e. **Enrollment Management:** Provost Olson: We are distributing a page containing new student goals for AY08-09. The middle column number coincides with the 300 student increase that is contained in the budget scenarios Vice President Straka distributed earlier. Fall to spring retention numbers are quite good and point to good fall-to-fall retention numbers. Undergraduate Admissions has implemented a fast track admission decision process that can get a student an admission response in three days; last year a comparable number was three weeks. These numbers do not include any increased efforts in the Twin Cities that we mentioned earlier. There are little things that can be done in departments that affect these numbers, like smiling at campus visitors on a tour. This is to the FA for comment. Our next step will be to develop strategies to accomplish these goals.

f. **Capital Campaign Update:** Vice President Miller: We have a comprehensive capital campaign planned. We are making great progress. Last year was a most successful year in raising funds. The College of Business picture has been clarified. Many more conversations will be held. We are working with potential major donors. This fund-raising will enable us to move ahead faster than our State allocation process will permit. We are meeting with our faculty to understand their points of view. Donors need to see that their efforts are helping us transform the world. President Davenport and I will be working very diligently to raise the funds. FA President Larsson: Are you working toward a specific deadline? Vice President Miller: We will be in the silent phase of the campaign until we have 60-70% of our goal. We’ll need to have the majority of the COB building in hand before we go public. Then we are hopeful that we will have scholarship and faculty development dollars as a result of this earlier success in raising funds. President Davenport: Once we have the pledges in hand, Vice President Straka then can go to the bank with the understanding that these pledges will be good and we can begin our construction.

g. **Resolve to Solve:** FA Vice President Grabowska provided background on this approach to conflict resolution that came out of professional development day activity. Materials used at the workshop were distributed. There was general support for looking for ways to expand this approach.

Meeting adjourned at 5:08 p.m.

**Spring Semester Meet and Confer Schedule:**

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Agenda</th>
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<tbody>
<tr>
<td>Thursday, February 28</td>
<td>3:00-5:00</td>
<td>CSU 204</td>
<td>(AD Chair/FA Agenda)</td>
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<tr>
<td>Thursday, March 20</td>
<td>3:00-5:00</td>
<td>CSU 204</td>
<td>(FA Chair/AD Agenda)</td>
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<tr>
<td>Thursday, April 10</td>
<td>3:00-5:00</td>
<td>CSU 204</td>
<td>(AD Chair/FA Agenda)</td>
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<tr>
<td>Thursday, May 1</td>
<td>3:00-5:00</td>
<td>CSU 204</td>
<td>(FA Chair/AD Agenda)</td>
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_______________________________ _____________________________
John M. Winkworth           Paul J. Hustoles
Reviewer for Management     Reviewer for Faculty