PRESENT: Brett Anderson, Ryan Anderson, Richard Davenport, Marilyn Delmont, Robert Dooley, Mike Fagin, Brenda Flannery, Mike Hodapp, Scott Olson, Rick Straka, Claudia Tomany, Gina Wenger, Walt Wolff

I. Information Items
   A. Approval of Minutes – The February 5 minutes were approved and accepted.
   B. MSU President’s Remarks
      • Moving forward with the Oracle Conversion. It was the largest conversion ever made in MnSCU. So far it seems to be going smoothly. Marilyn stated that we have not had any major outages but have had a few problems with data. Other campuses have experienced very slow systems along with inaccurate data, e.g. SS#.s.
      • Things are moving fast. There is a lot going on with budget at the Governor’s Office, legislature and MnSCU.
      • The Governor’s recommendation now proposes a cut to the biennial budget of $161.8 million; this is an increase from January to March of $15 million. The Governor’s statement yesterday was a little misleading as he talked about restoring $130.4 million from one-time stimulus funds. The problem with the message is that the stimulus money has to be spent in the next two years. This means a severe cut to the System’s budget in 2012 and 2013.
      • The Chancellor proposed that administrators’ wages be frozen for the next two years which the Board supported.
      • The Minnesota State College faculty group (approximately 4,400) reached a tentative labor agreement that called for no across the board increases for the next two years. Most of the other labor unions should follow suit.
      • The Chancellor’s Office will take a proportional cut similar to the campuses. We do want everyone to chip in. Do not know where these cuts will be made and how they will affect the campuses.
      • Budget Town Hall Meeting on Friday, March 27, 10:00 – 11:00 in CSU 284.
      • Reorganization – combining Student Affairs and Academic Affairs into one division.
      • Thanks to Walt Wolff for providing leadership until an interim “Dean of Students” is assigned.
      • We can save costs by blending the two departments together plus increased service to students. The beauty of this model is that the Dean of Students will sit on the President’s Cabinet and be a member of the Academic Affairs Council. There will be a dotted line to the President for communication.
      • How will the model look? We don’t know this yet – this is where we need help from all bargaining units and other groups.
      • There will be more than likely other reorganizations throughout the campus, and they will be handled the same with input from the bargaining units. Should see more in the next two weeks.
   C. MSSA President and Vice President’s Remarks
      • The Student Association has been discussing the Student Affairs’ reorganization plans and is actively proposing alternatives. There is general agreement on shifting the LGBT and Women’s Centers to Institutional Diversity, having a Dean of Student Services and Dean of Enrollment Management along with moving some budget and contract intensive departments to Finance & Administration.
• MSSA budget priorities – First priority is preserving course sections; specifically, general edds and utilizing alternative scheduling to preserve upper level courses. Second, they are asking the Cabinet to preserve student jobs or look for new opportunities for student work as departments and divisions change.
• As a state-wide student association, they will be lobbying for the stimulus money to be directed toward higher ed to go to a one-time tuition buy down.
• At the upcoming conference, they will revisit their tuition stance.
• MSSA Elections – VP Rajabali, Speaker Brett Carpenter and former President Chris Frederick have filed for President.
• The MSSA Academic Affairs Committee has recommended some changes to the general ed program in response to the fall survey results and 60/120 talk. MSSA supports a writing intensive course during a student’s first two years, incorporating more research-based cores and implementing a university-wide 2nd year experience similar to that of the College of Business.
• Over the spring break, lobbyists went to Washington D.C. A couple items lobbied for were financial aid and veterans benefits. 90% of students don’t receive Financial Aid and many veterans don’t apply for benefits because of the amount of paperwork that has to be filled out.
• Looking for an alternate solution for international students to waive the $340 fee that is needed to work off campus.
• The 40-day operation to extend Route 1 bus hours was a tremendous success. There was a 31% increase in ridership. The only problem will be funding next year.
• MSSA passed the Good Samaritan Alcohol Policy. It basically is that if a student asks/needs medical assistance for drinking too much, they would not be held accountable by the university. Seeking medical help and the embarrassment of their actions should be a strong enough learning lesson.
• President Davenport wanted to know how MSSA felt about international students receiving athletic scholarship support. Ryan stated that if the student was talented enough to receive one, yes – but would need to take a look at the issue more thoroughly. There is currently a bill right now that prohibits international students from getting athletic scholarships. We oppose this. When student government gets with the Chancellor this would be an issue to put on the table. During tight budget times, legislature feels athletic scholarship funds should not support international students.
• Co-curricular transcripts – The students would like this process to continue. This is still in early stages--costs could be an issue; what systems are out there. Leaders want a well grounded graduate and this would document what a student has done in other areas other than grades.
D. Interim Assistant Vice President for Student Affairs Remarks
• Walt Wolff looks forward to exciting times ahead and working together through this transition period.

II. Action Items
A. Policies presented for Formal Review. Copies of these policies may be found at http://www.mnsu.edu/acadaf/policies/ -- No time available to discuss at this meeting. Please note item 4a comments below on Faculty Availability for Office Hours.
1. Revised Policies (Period runs from February 6 to April 3, 2009)
   a) Undergraduate Satisfactory Academic Standing: Probation and Suspension
   b) Post-secondary Enrollment Options
   c) Bicycles
   d) Rollerblades/Skateboards/Bicycles and Personal Assistive Motorized Devices
   e) Protection of Human Subjects in Research
2. Revised Policies (Period runs from February 13 to April 10, 2009)
   a) Alcohol and Other Drugs
   b) Locks, Keys and Electronic Access Control
c) Student Records
3. New Policies (Period runs from February 6 to April 3, 2009)
   a) University Sponsored Education Abroad Programs
   (Period runs from February 6 to April 3, 2009)
   a) Abandoned Bicycles (content incorporated into revised “Bicycles” policy)
   b) Cell Phone Personal Use (content prohibited by new MnSCU Board of Trustees policy)
   c) Letterhead (recommended for divisional policy status as part of the Graphic Standards Manual)
   d) Faculty Availability for Office Hours (partially included in the IFO contract) – Scott Olson stated that when faculty members do not keep their posted office hours, they have been reprimanded as this is a contractual issue. It is important that students inform them when a faculty member is not maintaining the posted hours.
   e) Greek Community Alcohol (recommended for divisional policy status)

III. Discussion Items
A. Honors Program
   • Brenda Flannery, Gina Wenger and Claudia Tomany attended the meeting to talk about the Honors Program.
   • A brochure and informational handout were distributed outlining the program. They are planning to reinstate the program in 2009-2010.
   • Brochures will be sent to students who were interviewed for Presidential Scholars.
   • The Honors Program focuses on attracting high-achieving students. There are three competencies—Global, Leadership and Research. The goal is to serve as a model for tomorrow’s leaders, researchers and global citizens.
   • Past Presidential Scholars were not attracted to the program. The program needs to be worked on in order to attract students; the redesign is focused on making the program exciting.
   • There will a focus on international students with intense advising for students.
   • Honors courses amount to 12 credits; 2/3rds of the class will be honors’ students. Honors will be located together in Crawford.
   • One problem with redesign is we need student input in the program development. We need help in seeking students for this who can help for one year. Ryan will look for volunteers.
   • The potential outcome far exceeds the cost that will be put into getting the program reinstated. The campus as a whole will benefit from this; students will be leaders and a source for students and student life on campus.

B. Purchasing Card
   • Rick Straka stated that we are moving away from using field purchase orders and standard purchase orders for dollar amounts under $5,000. Use of credit cards should drastically reduce staff time.

C. Core Values Update
   • Scott Olson would be happy to meet with the Student Senate to do the core values exercise. He would like more student participation and feels there would be better results to do the survey next fall.

D. Budget
   • Rick Straka distributed two handouts for discussion – 1) FY10 General Fund Budget Assumptions, Conservative Worse Case Scenario; and, 2) FY09 General Fund Base Expenditure budgets & FY10 Planning Numbers, By Expense Category Within Division. The revenue projections were based on a 4% increase to tuition with a 13% appropriation reduction. The total decrease in revenue was a little over $4.0 million and the total increase in expenditures was a little over $4.2 million. With a $601,000 FY’09 Base over budget, this is a total deficit of about $8.9 million for FY’10.
• In the 3% scenario we did not deal with a lot of cuts to people, but in the 10% scenario we are dealing with people and this is where we need to be careful. Steps need to be taken and worked out with shared governance and employees before we put out a detailed plan. When it comes to layoffs, we need to be sensitive in how we handle the situation. We will do everything we can to save our employees and are very concerned about people and the impact it has to their families.

E. MavCard Announcement
• The RFP process is complete. Wells Fargo presented a great banking package and will be the vendor for the next five years. We’ve had a great working relationship with TCF, but Wells Fargo’s proposal was top notch and fit our needs the best.

F. Reorganization
• Reorganization will be on the agendas for the next several months and all input is very important. Besides the meet and confer meetings, plan to attend the Town Hall meetings. President Davenport wants to move forward on this reorganization process as quickly as we can. He would like to see everything in place by the end of May. As far as the timeline for the “Dean of Students” position, it looks like about a year as an interim position and then a national search will take place. University individuals are encouraged to apply for the interim position. Work needs to be done on defining the position description. The model should be selected by the next meet and confer session and then it will go back to Cabinet for discussion.

Spring Meet and Confer Meetings

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<th>April 9, 2009</th>
<th>12:00 noon – 1:00 p.m.</th>
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<td>May 7, 2009</td>
<td>12:00 noon – 1:00 p.m.</td>
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