#### MSUAASF State Meet and Confer Friday, November 13, 2015

#### 10:30 a.m. – 12:00 p.m.

**Present:** M. Simonsen, L. Rodrigues, N. Hawton, J. Landrieu, S. Applequist, M. Carlson, S. Rosenstone, C. Dale, J. Jorstad, R. Anderson, D. Hughes, A. Maile, M. Nadeau, J. Anderson, S. Murray, R, Wheeler, T. Rahim, E. Guierrez, M. Acosta, S. Bard, H. Soleim, B. Jones, M. Sharp

1. **MnSCU Branding Project Update (Noelle Hawton)**

The expanded branding steering committee will include 16 key communicators, 4 bargaining unit representatives, 2 student reps, 4 college and 4 university presidents. Kick-off meeting will be on November 20. Padilla is doing some inventory work at this time. After that, the work plan will begin. Input from the committee will be sought, along with any concerns. B. Jones brought up campus concerns about losing identity. N. Hawton said the goal is to show and demonstrate the bigger value of MnSCU, not to hurt campuses; it is an endorsement strategy for MnSCU. S. Rosentsone said no decisions have been made on anything to date. Anything done to damage brand equity of campuses would be a step backwards. We want students to know the value proposition of being a part of the system. Two outcomes asked of Padilla: 1) drive enrollments and 2) increase resources. Rosenstone also brought up that much money is spent stealing students from each other, rather than drawing them from other higher education options. A decade ago, 14% of high school students going on to higher education left Minnesota, now 21% leave Minnesota. The Board is really committed to this branding concept.

1. **Charting the Future (Jamie Simonsen)**

J. Anderson asked for update on teams. S. Rosenstone said R. Anderson and M. Carlson will provide reports to the Board regularly. The Coordinating Committee met for the second time yesterday and the group is working on “owning the work” and trying to determine the scope of work, responsibility and authority. Most conversation dealt with communication about the various Charting the Future groups and initiatives. The facilitation of communication may be a challenge. There will be regular memos between the Presidential Leadership team and Coordinating Committee. President Jim Anderson stated that travel costs for our representatives will be submitted to the system office since MSUAASF cannot afford this.

1. **System Evaluation Committee Data on MSUAASF Positions (Jim Jorstad)**

Data on MSUAASF position placements and appeals was presented. Jim Jorstad noted that this year there have been many new HR people. Jim Anderson explained that CEC decisions seem to be reversed at the system office more frequently recently. H. Soleim stated that many CEC decisions are being ranked a range lower, requiring an SEC appeal. These appeals take a lot of resources. R Wheeler noted that we also would like to see data on the CEC recommendations and what the system office decides when reviewing these recommendations, along with the time it takes. S. Rosenstone suggested an off-line discussion on this, with follow-up at next meeting. R. Wheeler said he’d also like to share some observations of the SEC meeting itself. J. Jorstad said he’d welcome this conversation.

1. **Fixed-Term Positions (C. Dale)**

J. Anderson said it’s important to keep track of fixed term positions. We need to have the communication about why a fixed term position is necessary, and sticking with the contract aboutextension to three years. C. Dale said that reminders to HR/AA about this could be helpful and will be done. He also noted that tight budget times lead to a desire to keep some positions temporary. The regular sharing of who is fixed term and the status (# of years) on the campuses is a helpful process. E. Gutierrez articulated that timely decisions about doing searches is important and can prevent members from getting “false hopes” about a fixed term position becoming permanent.

1. **Minnesota Management and Budget's Respectful Workplace Policy (C. Dale)**

J. Anderson shared an example of Respectful Workplace guidelines from UVA, which focuses on the higher education setting. The guidelines give examples of respectful and disrespectful behavior. Jim Anderson also asked that our members be among the drafters of the policy. C. Dale said all faculty units are being asked to give input, and a new draft policy will be developed and circulated for consideration by the next Meet and Confer. M. Sharp brought up concerns about how, nationally, discussions about “civility” have been used to quiet professors, with persons of color are also often targeted. C. Dale said the goal is to enforce civil behavior. There is a balance and a tension on this topic. S. Rosentsone said next steps will be, after consultation with other bargaining units, to work off-line on a proposed policy, have bargaining units look at new drafts and provide feedback. R. Wheeler reiterated that ASF would like to participate in giving input into any new draft to be considered.

1. **FLSA Notice of Proposed Rule Making (Derek Hughes)**

Hughes provided a handout about FLSA (often known as overtime law). There are two tests: salary test and duty test; both tests must be met for an employee to be considered exempt (exceptions: teachers, physicians, lawyers are always exempt). The law is changing to significantly increase the salary for being exempt to $50,440 or greater (over double what it is now). The proposal has received extensive comments. A review of MSUAASF positions shows this could impact 90.2% of range B and 42.7% of range C employees. The deadline for implementation may be the end of 2016, but this is uncertain (President Obama could move this forward by executive order.) There have been discussions about how to change work processes to handle overtime. Those under the threshold will get the overtime; those over will not get the overtime. Question about flexible scheduling and whether that will impact this – potentially yes. FLSA is set up on a workweek, not annually, so this presents additional challenges for our members with variable schedules. Jim Anderson stated we want to be involved in discussions as this moves forward. D. Hughes asked that we help communicate this to members. C. Dale also said use of email for work after hours will be restricted for members who become non-exempt.

**7. Inclusive Excellence Grant (Leon Rodrigues and Josey Landrieu)**

Handout provided. These grants will be available for 2016-17. Only two proposals will be allowed

per campus. The criteria and FAQ’s are also on the website. There will

be five new awards. Collaborations are highly encouraged. January 15, 2016 is the deadline.

Next Meeting: Friday, February 5, 2016