



MINNESOTA STATE

Human Resources

MSUAASF/Minnesota State Meet and Confer

Friday, September 17, 2021

10:30 a.m. – 12:00 p.m

Present: Chancellor Malhotra, Tracy Rahim, Lori Wynia, Rachel Sherlock, Tania Schmidt, Jay Lee, Jim Jorstad, Wendy Schultze, Sandi Sibley Gerick, Debra Schulz, Jacquelyn Malcolm, Kristy Modrow, Katie Jackson, Bill Maki, Christian Breczinski, Nate Hallanger, Brian Yolitz, Todd Thorsgaard, Tom Boylan, Andriel Dees, Ron Anderson, Eric Davis, Tom Reburn, Jaime Simonsen, Sue Appelquist, Jill Quandt

1. Introductions (Minnesota State)

- Jacqueline Malcolm (Vice Chancellor for Information Technology) is working to create priorities and a strategic plan with the goal of using our technology to close equity gaps. NextGen is top of the priority list. The goal is to forge intercampus relationships and to have IT is a strong partner for digital transformation and the sharing of data across campuses.
- Andriel Dees (Vice Chancellor for Equity and Inclusion) Equity 2030 is at the forefront of everything that they are doing and working towards with the goal of cohesion and coordination as we move together towards the 2030 goal. Andriel's goal is to get more feedback about communications and goal setting at both the system and campus levels.

2. FY 23 Supplemental Budget Request (Minnesota State)

- Bill Maki asked for feedback regarding the upcoming supplemental budget request. There are three areas they are focusing on, including Campus Support to cover cost increases. So far, they were successful in getting 45 million of the 75 million request. The uneven two-year split of funding in the last ten years has negatively impacted MinnState so the goal is to get the second year of the biennium further covered.
- MinnState was successful in getting 2.5 million in one time funding for mental health and basic needs funding. They supplemental request would ask for an additional 5-8 million dollars to help students get access to more mental health resources and a basic needs fund. The goal is to also set up telehealth and tele-psychiatric services for students.
- The last request is for 25 million dollars to freeze tuition for 2023.
- The Chancellor notes that the additional budget request is to help us financially after the pandemic and to reach our Equity 2030 goals.
- Tracy asked if they thought about adding testing costs to our supplemental budget request since our essential services will be impacted with testing costs. Bill Maki answered that testing costs are expected to cost millions of dollars and that they recognize that the American Rescue Plan dollars are set to go towards other expenses on campuses. Bill noted that we may be able to pursue federal FEMA funding. Brian Yolitz stated it will be a heavily bureaucratic process to apply and that there were a lot of questions from the state regarding the additional federal dollars received.
- Bill Maki added that there was language in the final bill to roll the online differential fee into campus's base tuition. Four campuses rolled their online fees into their base tuition and Bill

Maki will connect with Lori Wynia to discuss the change further.

3. Enrollment Update

- Bill Maki reported that we were down for FY21 5.5% enrollment overall and down 4% in the state university sector.
- They projected that we would be down enrollment 2.1% from 21 to 22, with state universities projected down 4%. Bill Maki expects that these numbers will be lower than what was projected. Universities were down 6.2% over the summer, with undergraduate enrollment down 9.5 and graduate enrollment down 2.2% so we entered into the fall behind what projections were.
- For fall 2021, overall enrollment was down 7.2%, state university enrollment down 6.6%, undergraduate enrollment down 8% and graduate enrollment up 5%.
- Enrollment is down 2.5 to 3% lower than what was projected. One university is down 10%, another is up 5-6%, with the rest being in-between.
- Tracy asked if the allocation model may change with the enrollment decreases. Bill answered that percentages of what universities get will be compared to everyone else within the model if everyone is decreasing. The immediate loss of tuition is concerning for state universities compared to our two-year colleges since the majority of state university budgets comes from tuition.

4. COVID-19

- Sue Appelquist reported that there have been 15,120 submissions, with 9,500 individuals listing they are vaccinated via VaxTrak which is a high result.
- There has been an issue with uploading vaccinations due to a Microsoft bug. We are unsure when the issue will be resolved.
- Tracy reported that only 3 of our 7 campuses have plans of how testing will work with the other 4 campuses not having solidified plans on testing. Christian Breczinski noted that filling positions for a testing site will take time, with 45 current staff positions at Bemidji open. Bemidji HR asked bargaining units about a call to memberships to serve as volunteers in those capacities which raises the concerns of confidentiality and equity.
- Eric Davis noted that he has not had conversations regarding employees staffing these sites.
- Chancellor Malhotra notes that testing sites are a challenge for campuses and some of our campuses don't have testing site options available. Christian noted that having fellow employees staff testing sites makes for an uncomfortable work environment. Chancellor Malhotra agreed that it is a difficult balance with public safety and confidentiality.
- Bill Maki noted that Bemidji and Marshall are noted testing deserts, and that some campuses had to change testing plans since community testing sites were determined as not appropriate for employer mandated testing, which caused a delay in final testing plans for some campuses.
- Tracy raised concerns over student testing, especially with the October 4th deadline coming up soon. Jacquelyn Malcolm noted that they are building up functionality for student testing with VaxTrak to build out that tool.
- Nate Hallanger noted he and Brent are working on how to capture that information in ISRS. Staffing and access are two common concerns with weekly testing. Residence Halls, Athletics, and Extra-Curricular activities are challenging with fluid enrollments.
- Tania Schmidt requested campus communications regarding the ISRS tracking piece, since we were unaware that it was coming which meant campuses may be setting up their own

systems. Tania also noted that athletes have to test three times a week, which will need to be built into this system. Jacqueline responded that they are building out student reporting to better support campuses with the right data. Tania noted that who is doing the data entry and who needs the data may be different groups so permissions will need to be considered. Jacqueline responded that they are taking that into consideration to make sure the people who need the data get the information.

5. HR Shared Services Update

- Tracy asked which campuses have put in the request to resume IFO payroll. Only Winona and Mankato have elected to take that processing back to their local campuses. The other universities elected to stay with the service center. St Paul College and Lake Superior College are also planning to transition in January, with North Hennepin and Anoka Community Colleges planning the transition for July. Tracy asked that all faculty payroll on-campus processing continue to be an open communication topic for the future.

6. Equity 2030 Update

- Tracy asked for any general updates now that Andriel is fully in her role and any updates from the steering committee. Andriel answered that last year they focused on academic equity and what is happening in the classroom, with this year building on this for more coordination with student affairs. Campuses will vary depending on local focuses.
- They created an Equity Scorecard including three areas for student success including student and employee diversity to create a snapshot of what our data looks like. This is a start with plans to expand so that we can create a methodology that supports the data to better support our students. Tracy asked if the scorecard has been released to the campuses. Andriel answered that the scorecard had a soft release and offered to do an additional meeting with Tracy to talk further.

7. FY22 Required Training Update

- ASF employees had an 81% completion rate above the system average of 71%. The total time to complete the training will be reduced to 1.5 hours compared to 2.5 hours last year. June 30th is the consistent completion date for all employees.

8. NextGen Update

- Jacqueline Malcolm reported that the budget is on track and NextGen is moving forward. They are working on training and education and being planful around student implementation. Tracy asked if the NextGen plan is on track. Jacqueline answered that NextGen is on track for the extended goal date and that as of today nothing precludes us from meeting our goals.

Future Meetings:

- December 3, 2021
- February 18, 2022
- April 15, 2022

