Minnesota State Meet and Confer

September 30, 2022

Attendance: Todd Thorsgaard, Andriel Dees, Jackie Malcolm, Satasha Green-Stephen, Bill Maki, Devinder Malhotra, Eric Davis, Chris Dale, James Jorstad, Jaime Simonson, Ann Maile, Paul McIntyre, Clay Passick, Nicole Emerson, Alex Erickson, Marcia Beukelman, Heidi Vidor, Suzie Lundsten

1. **FY 2024/2025 Biennial Budget Request**
   1. Have had 12 budget listening sessions, major themes that emerge are basically the same, very consistent.
      1. Under resourced and the state needs to make significant public funding
   2. Getting ready for board meeting on October 18-19th where the first reading of the Biennium budget request will occur.
      1. Minnesota State Stabilization to help with inflation
      2. Seeking a freeze in tuition
      3. These two will be $2 M by themselves
      4. Student Success and Equity - much more needed to support basic needs, more staff and resources to support students outside of the classroom, more mental health resources, childcare, transportation, food and housing insecurity, workforce and economic development, lots of campuses using HERRF funding to expand resources, but the funding is ending
      5. Seek additional funding to expand scholarships in high demand areas, invest in program expansion - faculty, staff, equipment, renovations,
   3. $246 million was previous request - when there was a significant deficit projected.
   4. New request will be significantly more.
   5. Next steps
      1. Once we have dollar amounts and broad amounts, will share with bargaining units, statewide student orgs
      2. Second reading is November 15-16 - can get further feedback between reading 1 and 2
      3. Need all partners to use political muscle to lobby for the request
   6. State has a large surplus. This is a good time to address our needs and raise the priority set for higher education. Not asking the state to spend the surplus on us, but to make a strategic investment in us.
2. **Enrollment Update**
   1. Passed out document from Monday - 9/26/22
   2. Will be providing board update on FY23 budgets and the big part of that is where we are at with enrollment - where we are compared to last year, trends, and where colleges are at compared to where they thought they would be.
   3. New numbers will be available in the board packet. There is a more negative outlook.
      1. Summer - down 5.7%
      2. Fall - down 2.9%
         * Colleges doing better than the universities
           1. Colleges - down 1.5, universities down 5%
      3. Projections - down 2.2%
         * 16 are down from where they thought
         * Expecting enrollment will be down around 4,000-4,500 FYE. Thought we would be down around 2,405
      4. Continues to be a challenge. HERRF money has been a buffer, but now will be gone. The tuition and fee dollars are going to need to recover to be able to cover the deficits.
      5. Why are we decreasing, what is the reason numbers are going down - Great question, easy to see why, harder to figure out how to stop it. Long term trends are pushing enrollment down, COVID magnified that. Students left during COVID and are not coming back at the same rate. 47,000 First Gen, 75,000 from families with economic vulnerabilities, Inflation is high, unemployment rates are low, students will lose out on income from working if they go to school. We need to raise persistent rates, we need to support our students much better outside the classroom. We need to look beyond the traditional enrollment areas, and start looking at adults - incumbent workers, those changing careers.
      6. How will campuses be balancing their budgets - any layoffs? Haven’t heard anything specific, more likely will be freezing vacancies, holding some budgets. We don’t really have a systemwide budget, we really have 33 budgets. About 21 will need to make adjustments based on their enrollment adjustments. Recommend the members talk to their colleges about what they are going to do to get through this. Some may be able to move money around, others may need to take more drastic measures.
         * Have seen an increase in the BESI plans. Normally, where campuses choose to start.
      7. Our members are ready, willing, and able to help out. We just need to be able to give them the heads-up.
         * Yes, it needs to be a joint effort.
3. **Enterprise Shared Services**
   1. Looking at expanding enterprise shared services across the system. There has been a pause on this discussion for the past several years. There had been a group that was doing work on this - considering additional shared services that could happen across the system.
   2. This past spring, the chancellor and the board wanted this work relaunched. Created a governance structure to determine which shared services we would look at.
      1. Bookstore Collaborative - Minneapolis College
      2. HR Shared Services
      3. CWS
   3. Three issues:
      1. Not having a defined strategy at the system level.
      2. Inconsistent design and implementation
      3. Inconsistent accountability framework
   4. Made up governance committee - 5 VCs and 4 presidents on executive leadership council. Been having meetings over the summer and fall. Have consulted many groups - looking very soon at piloting one shared service -
      1. Data analysis
      2. Investigations
      3. Finance areas - procurement, reconciliation, contracting.
   5. Campuses having issues with not having the same amount of people to get the work done. Shared services can help with that.
   6. Will this be cost effective for the campuses - that is the goal, but we aren’t sure. We have the same number of employees on campus and paying increased fees for shared services each year.
      1. Can’t look at just the cost. Have things gotten better with errors and issues with the shared services - that is a good outcome.
      2. What schools are wanting to be a part of the pilots - we don’t know that yet.
      3. How will NextGen play into this? Gives us an opportunity to introduce this on the campuses - campuses training their own staff versus a shared service.
4. **NextGen Update**
   1. Many members are part of the project team - thank you!
   2. Project has been experiencing challenges. Lots of information has been going out. We do have to push out the go live date. We don’t know all of the answers, but we are working on it.
   3. We are more concerned with having a product that works. Lots of mitigation strategies have been happening.
   4. End-to-end testing - what is working and what is not. We need more time to be able to do this. Also, giving subject matter experts on the campuses more time to do testing.
   5. Looking at a 12 month extension.
   6. Still working on Statement of Work for student part. Working on pre-planning process. Relooking at the information we collected and seeing if still works for what we need.
   7. We do believe we can still reach success, it is just going to take more time.
   8. Very large, complex project, largest we have ever taken. Nationally, one of the largest multi-institution project. We could battle through and push forward for the deadline, but we want the assurance that when we get to the finish line, the product works. There is nothing wrong with the solution purchased, they just need more time to get it working. The urgency is still in place. Not slowing down.
   9. Understanding pushing it back one year - does it mean that it pushes the entire timeline back? Yes - it very well could mean that. They are looking at that impact.
   10. Companion projects - working with each campus to see what they have, how it works with ISRS and how it can work with WorkDay. We want to be able to continue to offer the same service, we just have to see how they will work together. We do know that there are things that we will keep and other things that will not work.
5. **Equity 2030 Update**
   1. Looking at getting to the process of moving our students toward success and closing gaps.
   2. Data is a very important part of this. We have developed the Equity Scorecard. Now, campuses will have access to that information and making sure they know what is means.
   3. Campus Climate - systemwide framework for addressing climate. We know the campuses have been working on their own, but there has been no vertical connection. Looking at many perspectives and presented it to the board and was well received. Now implementing that framework. Next, determine campuses that will be part of the first phase of this. Many campuses are very excited to take part of this - about ⅓ of campuses will take part this spring. Have identified instruments that we will use. Are asking about customized questions that will be added. SO will reach out to walk through those questions and get feedback.
6. **System Procedure 1B.1.1 Report Complaint of Discrimination/Harassment Investigation and Resolution**
   1. Last spring, went through a review of this policy. Used many subject matter experts. Received lots of good input. Brought it to the board and the revisions that were suggested and it was approved. The next step is working on the procedure.
   2. We want to give stakeholders one more look, so they can give feedback on that one more time.
7. **System Procedure 1C.0.2 Respectful Workplace - Proposed Changes**
   1. 30-day review period is just closing today. Have received many comments and welcome feedback. Want to at least consider all ideas.
   2. Why did the wording change? Moved it to areas where we thought the language made more sense.
      1. There was some discussion and deletions about the informal piece of that. We don’t feel that we really need a procedure to tell people they need to work things out. If people are moving to the place where they need the procedure, it may need concrete steps and guidance.
8. **Unlimited/Limited Academic Appointments**
   1. We pull a lot of data from MMB and they are using different language. We don’t want it to negatively affect our members when HR doesn’t seem to understand.
9. **Flexible Work Locations**
   1. Members are wanting more consistency on the approach to telework. We don’t want to call it telework when supervisors seem to think that other things are happening there and work is, in fact, happening. Very inconsistent across campuses. We have a situation where it is life and death and her request to being denied. Members want systemness and that consistency, not just a campus to campus doing whatever they feel. We are also losing members to jobs where they can telework, including the system office.
   2. The system office doesn’t have students - they are distinctly different.
   3. Eric Davis - part of a leadership action team to look at our post-pandemic workplace and structures. What tools do we want to use and things do we want to try. We cannot do a system-wide structure - everyone is so different, it just makes things so difficult.
   4. There are going to be some systemwide recommendations that will be provided.
   5. We want to make clear that we understand things are different and we understand that student facing employees are never going to have that opportunity. However, we also have employees that work fully on the computer and are not at all student facing.
   6. SO understands that we need more harmony. There needs to be more structures in place that explain Why. We appreciate the concern and the concern is very valid.
10. **Performance Reviews**
    1. Is required per contact. It is also pro-employee and pro-employer. People at the top of their steps still deserve to have a yearly back and forth conversation about their work. We ask that the SO puts that push out there and continues to express how important this is.
11. **Minnesota North Update**
    1. Merge is complete. How are things going? Any issues?
    2. People are settled in and it is good news. They have also been doing hiring of MAPE positions. There are no current plans to eliminate any MAPE positions. It seems to be going well.
12. **Required Annual Trainings**
    1. Last years completion - MAPE is very high performers at 74%, only higher group is HR.
    2. Have data and have a consistent report.
    3. Have a new set and a refresher set.
       1. 90 minutes for refresher
       2. 2 hours for new employees.
    4. Most campuses have sent out the college-wide communication.
    5. Improved reporting at campuses, so it can be broken down by supervisor.
    6. Asking that training is completed by November 24th. Allows to see who doesn’t have it done, so they can then target those areas.
    7. SO appreciates our help to get members to do training.
    8. Communications will discontinue after trainings have been completed.