ASF Meet & Confer
Meeting Minutes
February 11, 2010

Present:  Judith Ramaley, Sally Johnstone, Connie Gores, Kurt Lohide, Ken Gorman, Lori Reed, Nancy Jannik, Barbara Oertel, Nancy Peterson, Vicki Decker, Alicia Reed, Jill Quandt, Jenny Lamberson

1. Budget Update
Dr. Ramaley will be sending a budget update memo to all soon. We are expecting a $4 million reduction in our base for FY10. When the legislature finished their session they predicted a larger cut. We have planned to draw down $4 million. The advantage that we have in this biennium is the stimulus funds which we used to offer the early separation incentives. There have been 44 takers of the early separation incentive across all of the bargaining units. Three of those people are from ASF. This will result in $3 million in savings. We need to hold back at least half of this. Only positions that are deemed absolutely essential will be filled. The Vice Presidents will have a lean facilitator assigned to them to help them evaluate their areas to see how they can maintain their services with less staff. We don’t know at this time if the next biennium will bring further unallotments. We cannot cut below the 2006 level of funding so using that estimate we could end up with a further unallotment of a half a million to one and a half million dollars. Therefore, we are not rushing to make decisions about what to do with the open positions. In planning for the next biennium we are dealing with “what ifs...” so we are just making assumptions at this point. A resource scan of academic programs is being developed to look at the resources generated and consumed by each program so that we can design a curriculum to address our goals. Lean process models will be used in the support units. We are trying to design our way out of the hole we will be in. Dr. Ramaley continues to regard layoffs as the last resort but we are getting close to that. Layoffs hurt for years so they would be kept to an absolute minimum. All we currently have to go on is the economic projection for the state as a whole - which is subject to many interpretations. For the next biennium, the last state forecast was a $5.4 billion deficit. With inflation, etc. this could be as high as $8 billion. This worst case scenario would equate to an $18 million dollar reduction for us. The best case scenario would be a $6 million dollar reduction over the two year biennium. The budget calculator that will be distributed next week is estimating a $5 million dollar reduction. All of the budget cutting we’ve done so far only adds up to $4 million dollars. We will know more when the next economic forecast comes out later this month. No one expects it to get better. For FY11 the size of the unallotment could be $10-25 million for MnSCU which would equate to a half to one and a half million dollars for WSU. We are trying to grow out of our problem by managed enrollment. We are seeing gradual and steady improvement in continuation rates and student enrollment. We are seeing modest improvements in transfer rates. Overall the MnSCU universities are growing slower than the community colleges. The easy cuts are done. The stimulus money is used up. Lean processes have been done. There is not much left to cut. But, we are way ahead of a lot of other schools. It is important that ASF members be involved in the lean processes to maintain efficiencies and quality of services. The University is training about a dozen lean facilitators. Some of these people will be providing coaching and interventions rather than full scale lean processes. Others will be facilitating difficult conversations. We will have to take some action because of contractual notification requirements before we even know the scope of the situation we are reacting to. As we go into the next couple of years, Dr. Ramaley wants to put some committees on hold. She thinks we could shelve 1/3 of the committees. ASF should be thinking about which committees are the most valuable and provide that feedback to her.

2. SIA Update
Nancy Jannik announced that after Assessment Day the new Director of Institutional Research and Planning Services will send out a notice about SIA funding. They hope to fund two or three awards linked to HLC data
research. We are investing in our future by knowing more about the present. However, the money part of this is tough right now. They are waiting to see how much money will be spent on Assessment Day to determine what will be left over for SIA funding. When the announcement comes out there will be a reference to doing scans in service areas. They are trying to connect the info individual departments are obtaining in their own scans to information that is needed for HLC. Tools available include lean facilitations. We need to ask ourselves what are we doing that is essential and what are we doing that is not essential.

3. Students First Initiative Update
There are 6 initiatives under Students First. ASF has representatives on 3 of these. Connie Gores is on the overall management team. The management team realizes that in the interest of solving some problems others will be created. Their guidelines acknowledge that they have to honor and build in the distinctiveness of each campus. Application fees will remain as is. The establishment of a visiting student category is being looked at. Single bill/single pay is of interest to our current students. The problem of duplication of records is being worked on. Do we have confidence in the technology support behind the initiative? The management team will be looking at a report on March 15th that discusses the capacity of the technological support behind the initiative.

Respectfully submitted by:

Jenny Lamberson
ASF Secretary/Treasurer
February 11, 2010