

MBM
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MEETING OF THE STUDENT SENATE

THURSDAY, FEBRUARY 9, 2006

11:30 A.M. - 1:30 P.M.

**Studio C, Rarig Center--Twin Cities Campus
106 Sahlstrom Conference Center--Crookston Campus
173 Kirby Plaza--Duluth Campus
7 Humanities and Fine Arts--Morris Campus**

This is a meeting of the Student Senate. There are 45 voting members of the Student Senate. A simple majority must be present for a quorum. Most actions require only a simple majority for approval. Actions requiring special majorities for approval are noted under each of those items.

1. MINUTES FOR DECEMBER 1, 2005

Action

MOTION:

To approve the Student Senate minutes, which are available on the Web at the following URL. A simple majority is required for approval.

<http://www1.umn.edu/usenate/ssen/051201stu.html>

**STUART GOLDSTEIN, CLERK
UNIVERSITY SENATE**

**2. FACILITIES MANAGEMENT
TRANSFORMATION PROJECT**

**Discussion
(25 minutes)**

**3. STUDENT SENATE/ STUDENT SENATE
CONSULTATIVE COMMITTEE CHAIR REPORT
(5 minutes)**

**4. ASSEMBLY/ASSOCIATION UPDATES
(5 minutes)**

**5. SPRING STUDENT SENATE AGENDA ITEMS
Discussion
(30 minutes)**

**6. STUDENT SENATE SEAT DISTRIBUTION
Discussion
(20 minutes)**

Student Affairs

- Partnership with Student Legislative Coalition
- Involvement in steering capital planning ideas
- Use of collapsible goal posts that conform with NCAA safety standards
- Discussion of Student Conduct Code being applied to off-campus incidents
- Change in excused absence policy from class to attend funerals
- Improve process for internal student transfers
- Look into civic engagement and take a position

Housing

- Safety for commuter students, including help with landlords and housing that is up to code
- Increasing housing options for non-traditional students (i.e international, graduate, professional, GLBT students)
- University-wide housing policy to deal with non-traditional students

CURRENT AND PROPOSED CHANGES IN SENATE SEATS BY COLLEGE

| | A | B | C | D | E | F | G | H | I | J | K |
|----|-------------------------|---|---------------------------|---|--------|----|--------|---|-------------|--------|-------------------|
| 1 | SEAT ALLOCATION 2006-07 | COLLEGE | STUDENTS ELIGIBLE 2005-06 | | spc | n | nr | | nr in desc. | | College |
| 2 | 1 | COAFES* | 1618 | | 1.605 | 1 | 0.605 | | 1 | 0.968 | UMM^ |
| 3 | 1 | CALA* | 917 | | 0.910 | 1 | -0.090 | | 2 | 0.929 | UMD-LA |
| 4 | 1 | CBS | 1553 | | 1.541 | 1 | 0.541 | | 3 | 0.929 | IT |
| 5 | 1 | CCF | 1243 | | 1.233 | 1 | 0.233 | | 4 | 0.808 | CSOM* |
| 6 | 1 | DENTISTRY | 488 | | 0.484 | 1 | -0.516 | | 5 | 0.754 | UMD-BE |
| 7 | 3 | CEHD* | 3306 | | 3.280 | 3 | 0.280 | | 6 | 0.605 | COAFES* |
| 8 | 7 | GRAD SCHL | 7523 | | 7.463 | 7 | 0.463 | | 7 | 0.568 | MED SCHL* |
| 9 | 1 | LAW | 821 | | 0.814 | 1 | -0.186 | | 8 | 0.541 | CBS |
| 10 | 13 | CLA | 13073 | | 12.968 | 12 | 0.968 | | 9 | 0.475 | UMM^ |
| 11 | 1 | CSOM* | 1823 | | 1.808 | 1 | 0.808 | | 10 | 0.463 | GRAD SCHL |
| 12 | 1 | MED SCHL* | 1581 | | 1.568 | 1 | 0.568 | | 11 | 0.280 | CEHD* |
| 13 | 1 | NURSING | 314 | | 0.311 | 1 | -0.689 | | 12 | 0.233 | CCF |
| 14 | 1 | PHARMACY* | 525 | | 0.521 | 1 | -0.479 | | 13 | 0.134 | UMD-SE |
| 15 | 1 | PUB HLTH | 461 | | 0.457 | 1 | -0.543 | | 14 | 0.002 | UMD-EHSP |
| 16 | 3 | IT | 3961 | | 3.929 | 3 | 0.929 | | 15 | -0.090 | CALA* |
| 17 | 1 | VET MED | 370 | | 0.367 | 1 | -0.633 | | 16 | -0.156 | UMC |
| 18 | 2 | UMC^ | 851 | | 0.844 | 1 | -0.156 | | 17 | -0.186 | LAW |
| 19 | 2 | UMM^ | 1487 | | 1.475 | 1 | 0.475 | | 18 | -0.399 | UMD-FA |
| 20 | 1 | UMD-BE | 1768 | | 1.754 | 1 | 0.754 | | 19 | -0.479 | PHARMACY* |
| 21 | 2 | UMD-EHSP | 2018 | | 2.002 | 2 | 0.002 | | 20 | -0.516 | DENTISTRY |
| 22 | 1 | UMD-FA | 606 | | 0.601 | 1 | -0.399 | | 21 | -0.543 | PUB HLTH |
| 23 | 2 | UMD-LA | 1945 | | 1.929 | 1 | 0.929 | | 22 | -0.633 | VET MED |
| 24 | 2 | UMD-SE | 2151 | | 2.134 | 2 | 0.134 | | 23 | -0.689 | NURSING |
| 25 | 50 | | 50403 | | | | 46 | | | | |
| 26 | | | | | | | | | | | |
| 27 | | N= | 50403 | | | | | | | | |
| 28 | | S0=50 | 50 | | | | | | | | |
| 29 | | K=N/S0 | 1008.060 | | | | | | | | |
| 30 | | Nstu=stu by college | Column B | | | | | | | | |
| 31 | | spc=(Nstu/K, 1) | Column E | | | | | | | | |
| 32 | | n=integer | Column F | | | | | | | | |
| 33 | | nr=spc-n | Column G | | | | | | | | |
| 34 | | rank order | Column I | | | | | | | | |
| 35 | | nr in descending order | Column J | | | | | | | | |
| 36 | | rem=S0-Column F | 4 | | | | | | | | |
| 37 | | | | | | | | | | | |
| 38 | | ^: one seat per college, 2 seats guaranteed for Crookston and Morris | | | | | | | | | |
| 39 | | | | | | | | | | | |
| 40 | | *: COAFES total = 1618 (1094 COAFES + 401 Nat Res + 123 Food Science & Nutrition) | | | | | | | | | |
| 41 | | CALA total = 917 (253 CALA + 664 Design, Housing & Apparel) | | | | | | | | | |
| 42 | | CEHD total = 3306 (790 CEHD undergrads + 661 CEHD M Ed + 1650 GC + 205 Family Social Science) | | | | | | | | | |
| 43 | | CSOM total = 1823 (1621 undergrads + 202 MBA) | | | | | | | | | |
| 44 | | Med Schl total = 1581 (1472 TC + 109 Dul) | | | | | | | | | |
| 45 | | Pharmacy total = 525 (423 TC + 102 Dul) | | | | | | | | | |

~~automatically granted a second seat~~
~~receive second seat based on rank order~~



Facilities Management

Transformation Project

December 2005 – June 2006





Facilities Management

Services FM Provides

- Custodial
- Waste Management and Recycling
- Maintenance Operations
- Utilities
- Landcare
- Building System Automation





Facilities Management

Transformation Project

“The University of Minnesota will be known as much for its service and business innovation as for its high quality research, education, and outreach.”

President Robert Bruininks
Inaugural Address, 2002



Facilities Management Transformation Project

What Is It?


- A six month process:
 - Identify ways FM we can become a more customer-focused organization
 - Create a strategy to deliver our services more efficiently and effectively
 - Provide services our customers value




Facilities Management Transformation Project

Why are we doing this?

- Budget Model
 - Value
 - Efficiency and Effectiveness
- Leader of the Pack
 - President Bruinik's Strategic Positioning Plan
- Service Provider of Choice
 - Partnering with our customers – Faculty, STUDENTS, staff, and guests
- Accountability
 - Key to our success



Facilities Management Transformation Project: Timeline 2006



Facilities Management

Facilities Management
Transformation Project

Facilities Management

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Transformation Project

How can you help?

- Open Houses
- Telling our story
- Web site – www.facm.umn.edu/Transformation
- Contact Brad Hoff 612-624-2420 or hoffb@facm.umn.edu

Facilities Management

Facilities Management

Questions

Facilities Management



WHAT DO YOU THINK?

COMMENT CARD

Please complete and return via campus mail to:

Transformation Project
c/o Brad Hoff, Project Manager
Donhowe 300
Delivery Code 3121

or fax to: 612-626-0234

GET INVOLVED!

- **E-mail your comments and suggestions to:**
info@facm.umn.edu
- **Comment Cards** – located in every FM zone
- **Web Comment Form** – on the Web at
<http://www.facm.umn.edu/Transformation/comments.html>
- Share your comments and ideas with the Action Team
 - o **Big Box** – Team Leader: Mary Santori,
santorim@facm.umn.edu
 - o **Three P's** – Team Leader: Ron Mapston,
mapstonr@facm.umn.edu
 - o **Metrics & Methods** – Team Leader: Sean
Schuller, schullers@facm.umn.edu
 - o **Moving Forward** – Team Leader: Marshall
Skule, skulem@facm.umn.edu
- **Share you comments and ideas with the Project Manager:**
 - o Brad Hoff – hoffb@facm.umn.edu,
612-624-2420

KEEP UP!

Project information, timeline and progress reports are available on the Web at:

<http://www.facm.umn.edu/Transformation/>

Project Questions, Comments or Creative Ideas!

Contact: Brad Hoff, Project Coordinator at:

hoffb@facm.umn.edu

FACILITIES MANAGEMENT

Transformation Project 2006

FACILITIES MANAGEMENT TRANSFORMATION PROJECT

Facilities Management is embarking on a six month process to identify ways we can become a more customer-focused organization. We will create a strategy to deliver our services in the most efficient manner possible – demonstrating our value to the customer. Our goal is to surpass customer expectations and recognize FM employee performance. We know accountability will be a key to our success.

WHY CHANGE NOW?

SERVICE PROVIDER OF CHOICE:

We want to be our customers' service provider of choice. Beginning July 1, 2006, every university department will be billed directly for their custodial, maintenance and energy services. Previously these costs were covered in central budgets. Departments will now be seeking additional bang for their buck. We need to demonstrate why FM is more cost-effective than an outside vendor.

LEADERS OF THE PACK:

President Bruininks challenged the University to transform itself into a top three global institution. That means FM's service must also be world class. FM is leading this change – we will show others how to get it done.

HOW DO WE GET IT DONE?

GETTING FOCUSED:

Our first step is to tap into the knowledge of our staff and our customers. Over 140 FM employees, drawn from throughout our organization, participated in focus groups in early December. They were asked to identify the issues/challenges/opportunities in FM and how to strengthen our organization.

WHO'S AT THE WHEEL:

The focus group feedback will be presented to the Transformation Project Steering Committee. The Steering Committee will use that feedback to help set charters for Action Teams and to guide the process. The Steering Committee is currently identifying members for the Action Teams.

STEERING COMMITTEE:

Linda Bjornberg, Director of University Services HR
Bill Chose, Director of Maintenance and Operations
Grant Clavelle, Director of Business and Application Support
Brad Hoff, Property Services Coordinator
Jerome Malmquist, Director of Energy Management
Ruthann Manlet, Director of Building Services
Steve Pauling, Manager, Zone 5
Jenn Rowe, Communications Specialist
Steve Spehn, Associate Vice President
Rob Tunell, Manager, FM Call Center
Sam Talbert, Manager, Zone 1
Shari Zeise, Assistant Director of Finance

LIGHTS, CAMERA, ACTION:

Starting in February and wrapping up in May, Action Teams, made up of FM staff, partners and customers, will be meeting weekly and conducting research. They will be asked to contact our customers, partner organizations and vendors as well as other universities. The Action Teams will be the key to our success. The teams will receive support from subject matter experts The Friday Group and the FM Transformation Project Manger, Brad Hoff.

FOUR TEAMS WILL BE WORKING ON:

- **BIG BOX** - Determining core competencies, creating roles and responsibilities, reviewing organization design and structure, determining staffing complements and performance criteria
- **METRICS & METHODS** - Assessing opportunities for enhanced cost reductions and efficiencies, using best practices and bench marking
- **THREE P'S** - Reviewing policies, procedures and processes governing planning, work reception and deployment, determining opportunities for streamlining and use of automation
- **MOVING FORWARD** - Assessing the corporate culture, identifying opportunities for partnering with customers and other service providers, creating the implementation/phase-in plan and identifying human resources issues

The teams will generate and present recommendations to the Steering Committee in mid-May. After receiving the recommendations, the Steering Committee will select and prioritize initiatives, present them to the president and create an implementation plan.

WATCHFUL EYES:

The Friday Group has worked with other universities undergoing this same transformation. Their five team members bring a wealth of experience and knowledge. FM will also be engaging an Expert Review Panel made of folks from the U and private sectors. This group will be meeting monthly to review Action Team progress and offer additional guidance.

WHAT DO YOU THINK?

Please submit your IDEAS, QUESTIONS, and COMMENTS on how we can strengthen the FM organization. You can submit your information anonymously or if you would like a personal response, you can choose to share your name and contact information.

All information is for Facilities Management organizational improvement use only and will not be shared unless requested by the individual submitting the information.

IDEA/QUESTION/COMMENT:

Optional Information:

Name: _____

Job Title: _____

Area/Zone/Unit: _____

E-mail Address: _____

Telephone: _____

[] Please contact me regarding my idea/question/comment.