

## **2012-13 UNIVERSITY OF MINNESOTA**

**MAY 3, 2013**

### **P&A SENATE MINUTES: No. 6**

The sixth meeting of the P&A Senate for 2012-13 was convened in 3-125 Mayo on Friday, May 3, 2013, at 9:35 a.m. Coordinate campuses were linked by ITV. Checking or signing the roll as present were 25 P&A members and seven alternates. Chair Ann Hagen presided.

#### **1. PRESENTATION OF 2013 OUTSTANDING UNIT AWARD (OUA)**

Jodi Carlson Grebinoski presented the 2013 Outstanding Unit Award to the College of Biological Sciences Student Services.

#### **2. P&A CONSULTATIVE COMMITTEE REPORT**

Ann Hagen, Chair of the P&A Consultative Committee (PACC) and Senate, began by thanking Crookston and its P&A hosts for inviting her to campus and allowing her to chair the meeting from that location.

At its April meeting, PACC met with Vice President Pfitzenreuter, Julie Tonneson, and Mike Volna regarding the 27 pay period issue. It has been decided that each time this occurs, the next time is 2021, salaried employees will have their yearly salary divided by 27 instead of 26. This will lead to a decrease in each individual paycheck but the full salary by the end of the year. PACC stressed the need for advanced communication regarding this issue.

At the same meeting, Bernie Gulachek and Brad Cohen spoke about OIT governance and asked members what OIT can do better, what does not need to continue, or what should be sacrificed to support other ventures. Susan Rafferty from Human Resources then presented a proposed change to the Administrative Policy on Appointments of Academic Professional and Administrative Employees which would eliminate the requirement that P&A employees have a bachelor's degree. Due to a packed agenda, only a short discussion was held. PACC then decided to send a follow-up letter to Vice President Brown to ask for more input before this change is made.

For the final PACC meeting in May, there will be a legislative update and a discussion of this year's teaching award process.

Since arriving at Crookston yesterday, Ann Hagen has met with Chancellor Wood and held a session for P&A. At this session she heard the following issues: retirement waiting period, 10 month contracts, too many administrators argument is harder at the small campuses when more staff are needed, job family study concerns regarding the variety of tasks that coordinate campus staff do, and being put into a lower classification than Twin Cities staff.

Ann Hagen noted that Crookston faculty, staff, and students are loyal to the system even though they are the farthest from the main campus. Their students are great, have a 96 percent placement rate after graduation, and are entrenched in the community throughout their time on campus. Technology on campus is amazing, but there are restrictions to being in the location, such as only one dentist in town who accepts the University's insurance.

In closing she thanked her Crookston hosts – Stephanie Helgeson, Connie Camrud, and Tom Sondreal – for a wonderful and informative visit.

### **3. P&A SENATE SUBCOMMITTEE REPORTS**

#### **Benefits and Compensation (B&C) Subcommittee**

Susanne Vandergon said that B&C received an update from Professor Fred Morrison on the health care reform needed due to the Affordable Care Act. Before 2018, the University must restructure its health plan offerings to spend less or it will face a 40 percent ‘cadillac tax.’ Changes starting in 2014 are being discussed and more details will be shared with employees closer to fall semester.

#### **Communications Subcommittee**

Marilyn Becker reported that the Communications Subcommittee has sent a strategic communications plan to PACC for review and approval. It is now working on web updates and the final newsletter.

#### **Outreach Subcommittee**

There was no report.

#### **Professional Development and Recognition (PD&R) Subcommittee**

Jodi Carlson Grebinoski said that feedback is being sought for next year’s Outstanding Unit Awards (OUA) and brown bag topics are being compiled.

### **4. STUDENT SENATE UPDATE**

No report.

### **5. CIVIL SERVICE SENATE REPORT**

No report.

### **6. DISCUSSION WITH SENIOR VICE PRESIDENT AND PROVOST HANSON**

Karen Hanson, Senior Vice President for Academic Affairs and Provost, began by noting that most people want to know how her first year has been and her response is busy. She hired new deans for the Dental School and the Carlson School of Management, but searches are now taking place for the Vice Provost for Student Affairs and the dean of the College of Liberal Arts at the Twin Cities campus.

She has now been through two rounds of the compact process, including this year’s with the chancellors. She has made a few modifications to the process including asking for more forward thinking this year for priorities. She also believes that more people should be invited into the process who have expertise from the unit or area. While the University is doing extremely well

this year, she also wants to make sure that units are thinking about national and international visibility in terms of awards and prizes.

The Twin Cities campus will be going through reaccreditation, so data is being gathered for that process. The University will need to pay attention to changes that it has made as pressures increase from the federal government and citizens for more assessment. The University needs to weigh those benefits against the time and effort spent to collect this information.

With the departure of Senior Vice President Jones, some units from his area have been moved into her office, including Public Engagement and the Global Program and Strategy Alliance. These units are doing good things and should benefit from being part of Academic Affairs.

Issues with the Graduate School and student support continue. She is working with faculty governance to form a working group to expedite changes in these areas. She would also like to remove administrative barriers to interdisciplinary teaching and research.

Provost Hanson said that she is looking forward to the reopening of Northrop Auditorium and the role that it will play as a cultural hub on campus and a way to highlight the importance of the arts and humanities.

Q: An email was sent this semester on areas of focus for your office. Are their updates since that email?

A: Progress is being made on graduate education. A survey was sent out to collect information and the response rate was tremendous. She does not want to hold this process until fall semester, so it will begin this summer. There continues to be discussion around the topic of MOOCs, as the first University course is premiering today. There are new issues arising all the time, such as Coursera asking the University to now move its MOOCs into the signature track. This change would allow students to have a verified medallion upon completion and provides for a small revenue stream. Any change with Coursera would not preclude the University from using its materials and course itself here for credit.

Q: What is the University's overall educational strategy to keep it revolutionary and transformational?

A: While some changes can come very fast, she wants faculty to remain calm so the pros and cons of each decision can be weighed. She expects that some aspects of the University will not change, and that some changes might take place sooner for MnSCU. There will still be the need for a brick and mortar location, but that can be supplemented with e-learning. For the University, there is still the importance of its research function, which cannot be completed online even though the public perception is that everything can be made available through the web.

Q: How is your office responding to the perception that there are too many administrators at the University?

A: Her office was not part of the first spans and layers analysis, so she has no direct knowledge of this process. When speaking with legislators, she does recognize their views on highly paid administrators but points out how these positions have changed. The public response has been more troubling as it shows that they do not understand what most administrators do at the University and how important they are in fulfilling the University's missions. The University has tried to focus attention on student finances and graduation rates to show how many administrators contribute to student success in these areas.

Q: How can the University facilitate more recognition for P&A employees in general when units do not recognize P&A but do so for faculty and staff?

A: She can have talks with deans and chancellors about this issue but P&A should also be putting pressure on within the unit. She believes that all staff deserve to be recognized for their efforts and it would help to highlight P&A employees' efforts when responding to public perceptions.

## **7. DISCUSSION WITH VICE PRESIDENT PAMELA WHEELOCK**

Pamela Wheelock, Vice President for University Services, was introduced and began by noting that her office is what keeps the University's operational parts working. Most of her office is located on the Twin Cities campus, but some units – emergency management, building codes, and capital projects – are system-wide. University Services employs 3000 people, has an operating budget of about \$400 million, and oversees a \$1 billion capital budget.

The main units in University Services are Facilities Management, Twin Cities operations and maintenance, energy management, and landcare; Auxiliary Services, parking and transportation, printing, bookstores, and housing; Public Safety, police and emergency management; Capital Planning and Project Management, master plan, space management, and capital projects; and University Health and Safety.

Vice President Wheelock is also the chief sustainability officer for the system and co-chairs a sustainability committee along with Chancellor Johnson. She has been at the University since mid-August. She has previously worked in the public sector at the federal, state, and local levels, including for former Governor Ventura and the City of St. Paul.

She uses policy and procedures to guide decisions in her position along with involvement from the local level. She tries to arrive at consensus for difficult and transformational issues. However, she has been surprised in a positive way every week that she has been here.

Vice President Wheelock agreed with Provost Hanson that the University struggles with perceptions from the public and legislature due to its sometimes lack of transparency outside the institution. She believes that more needs to be done to show the community value to citizens, as a college education is the single most important thing that can be done to change one's life.

She has set three goals for her office in the areas of space, campus safety, and student experience. Space management is a strategic goal for her as the 29 million square feet are currently not being used effectively. She noted that higher education in the state is challenged by the existence of the MnSCU system, unstable federal research funding and state dollars, and too high student debt and tuition levels. The business model needs to change to reduce overhead costs.

A second goal is campus safety which she defines as all movement on and through campus. The constraint in this area is that the University is a public venue. The last goal is the student experience. The urban environment of the Twin Cities brings challenges to creating living and learning spaces which is not the case at the coordinate campuses.

She is thrilled with the talent encompassed by University staff. Her staff does hard work and she feels that it is important to recognize them which improves employees' personal satisfaction and the quality of the work that they do.

Q: What are your thoughts on administrative bloat at the University?

A: University Services has been asked to participate in the spans and layers analysis; data collection has been completed. This process is useful to start conversations, and she is looking forward to a clarification of roles, relationships, and job titles. She does hope that the final report includes direct, clear language so that the results are understandable to anyone who reads it. She acknowledged that the Wall Street Journal article contained inaccuracies but noted that the public did not care about the data, as the analysis reinforced their perceptions. This has been recognized at the senior administrative level, and a communication strategy will be developed to combat these perceptions.

Q: How is parking and transportation funded?

A: It is self-funded, along with housing, which means that its revenue stream is meant to cover operations and capital investments.

Q: How can public perception be changed?

A: If the public were surveyed, the majority would report that their interaction with the University is through athletics or health care. Their perceptions are then formed by these experiences. The University needs to do more to reinforce its values and principles with the public to deepen its relationship.

Q: What are your views on communications and branding through University Relations?

A: She is surprised by how small this department is when it is supposed to be communicating for the University as a whole and that it does not have established relationships within units and colleges.

**8. DISCUSSION WITH SENATE COMMITTEE MEMBERS  
Advisory Committee on Athletics – Roy Gaddey and Rayla Allison**

No report.

**9. RESOLUTION ON A TOBACCO-FREE TWIN CITIES CAMPUS  
Action by the Twin Cities P&A Delegation**

**MOTION:**

To approve the following resolution:

**Resolution on a Tobacco-Free Twin Cities Campus**

The P&A Senate supports Boynton Health Services in its efforts toward a 100% tobacco-free campus at the University of Minnesota, Twin Cities. The P&A Senate will provide input and feedback to Boynton Health Services during the development and implementation of a tobacco-free campus policy.

**ANN HAGEN, CHAIR  
P&A CONSULTATIVE COMMITTEE**

**DISCUSSION:**

Ann Hagen, Chair of the P&A Consultative Committee (PACC) and Senate, reported that the University Senate approved a smoke-free statement at yesterday’s meeting. Now is a chance for the P&A Senate to weigh-in on this issue.

A senator said that when she shared this proposal with staff in her college, concern for individual safety was expressed if people are forced to go off-campus to smoke.

Another senator argued why this paternalistic statement is needed to prohibit a behavior that does no harm to people outside.

Ann Hagen noted that Boynton has stated repeatedly that research shows that there is danger in any level of exposure, even outside.

A senator then disagreed with a previous comment that outside smoking has no impact because it can be avoided. This is not the case when waiting at a bus stop or walking behind someone who is smoking.

A senator from Crookston said that their campus is smoke-free now but there were concerns when it was being proposed. However, now that it has become the norm, there is less controversy.

A senator from Duluth then noted that even though that campus is smoke-free as well, smoking still takes place and there are cigarette butts littering campus as the trash bins have been removed.

With no further discussion, a vote was taken and the motion was approved.

**APPROVED**

**10. P&A SENATE OLD BUSINESS**

**NONE**

**11. P&A SENATE NEW BUSINESS**

**MOTION:**

To approve the P&A Senate minutes, which are available on the Web at the following URL.

<http://www1.umn.edu/usenate/pasenate/minutes/130405.pdf>

**DISCUSSION:**

With no further discussion, a vote was taken and the motion was approved.

**APPROVED**

Ann Hagen, Chair of the P&A Consultative Committee (PACC) and Senate, then took a final opportunity to thank the Crookston campus for the great visit. She then thanked Steve Pearthree

for his guidance as outgoing chair, and Cynthia Murdoch and Katherine Cramer for stepping up as the incoming leaders.

Cynthia Murdoch, incoming P&A Senate Chair, then thanked Ann Hagen for her extraordinary service this year and presented her with a clock to recognize her service. Ann Hagen was then given a round of applause.

## **12. P&A SENATE ADJOURNMENT**

The meeting was adjourned at 11:18 am.

**Rebecca Hippert  
Abstractor**