

## **2013-14 UNIVERSITY OF MINNESOTA**

**DECEMBER 6, 2013**

### **P&A SENATE MINUTES: No. 3**

The third meeting of the P&A Senate for 2013-14 was convened in 5-125 Moos Tower on Friday, December 6, 2013, at 9:36 a.m. Coordinate campuses were linked by ITV. Checking or signing the roll as present were P&A members and alternates. Chair Cynthia Murdoch presided.

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

Cynthia Murdoch, Chair of the P&A Consultative Committee (PACC) and Senate, reported that Jason Rohloff and Matt Smriga from Government Relations joined the November 20 PACC meeting to discuss what has happened at the capital since the last legislative session. They are trying to educate legislators on the value of the University by inviting individual legislators to the University for tours of specific buildings on campus. They are trying to find a different way for legislators to connect with the University's needs. When asked about the system campuses, PACC was told that legislators in those areas are often on campus so can see the needs more easily.

She then noted that President Kaler was also at the November 20 PACC meeting. They spoke to him about the strategic planning exercise that they did in July. They reviewed all the results. He told them that their thoughts were in line with other groups and he appreciated their work. PACC then asked him how the proposed \$90 million in administrative cuts will be achieved as low-hanging changes have already been made. President Kaler pointed to efficiencies, such as the Enterprise Project and improvements in business processes. He noted that staffing changes will be achieved mainly through attrition, not layoffs.

At the December PACC meeting, Vice President Pfutzenreuter will be speaking more about the \$90 million in administrative cuts and Patti Dion will join the meeting to discuss how merit pay implementation for civil service might benefit P&A employees. The February P&A Senate agenda contains updates on the legislative request and the Enterprise Program.

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

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

Susanne Vandergon said that B&C met with the chair of the Civil Service Compensation and Benefits Subcommittee to discuss merit pay at the University. B&C will be advocating for publishable merit pay guidelines for P&A.

##### **Communications Subcommittee**

Michelle Hargrave reported that the Communications Subcommittee is finalizing the next newsletter and updating the NEO presentation.

##### **Outreach Subcommittee**

Pamela Wilson stated that the Outreach Subcommittee is reviewing the P&A Senate governing documents. She then encouraged everyone to consider running for a P&A Senate leadership position for next year.

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

Jodi Carlson Grebinoski stated that the brown bag this week was a success. The materials will be available on the P&A Senate website on Monday. The February brown bag will have a panel with recipients of last year's Outstanding Unit Award (OUA) and the P&A recipient of the Morse Alumni Award last year. She then encouraged units to start thinking about a OUA nomination in the spring.

### **3. STRATEGIC PLANNING UPDATE**

Neil Anderson and Ann Hagen, two members of the 30-member Strategic Planning Workgroup, said that the work group met on November 22 and this morning. They are in a data/input gathering mode so the surveys to collect comments are still open. Today's meeting focused on grand challenges, including MnDRIVE, economics, education, environment, and health. The group decided to use the University's mission statement. A draft vision statement and values is being created. They will be meeting with stakeholders throughout the state and holding a half-day meeting in January to deal with specific goals. They welcome any feedback.

### **4. STUDENT SENATE REPORT**

No report.

### **5. MINUTES FOR NOVEMBER 1, 2013**

#### **Action**

#### **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/131101.pdf>

#### **DISCUSSION:**

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

**APPROVED**

### **6. DISCUSSION WITH VICE PRESIDENT SCOTT STUDHAM**

#### **Vice President and Chief Information Officer**

Scott Studham, Vice President for Information Technology, joined the meeting and walked the senators through a presentation on the following topics:

- Administrative Cost Savings
- ESUP
- IT Governance
- Status on this year's priorities from last year's governance input

## **Administrative Cost Savings**

2014 - 2019

- Reduce administrative costs \$15M fiscal year 2014, consistent with the performance measure established by the Legislature
- Reallocate an additional \$15M *per year* over the next 5 years beginning in fiscal year 2015
- Redirect those resources to:
  - Invest in mission activities
  - Stem growth in the net cost of attendance
  - Meet inflationary cost pressures

**The President's Commitment: \$90,000,000**

### **Our Challenges:**

- Rising costs
- Federal funding
- Tuition & student debt
- State support
- Health care reform
- Competition for Faculty, Staff, and Students
- New technology
- Facilities & infrastructure costs

### **Our Opportunities**

#### **Roadmap to Efficiency**

1. Operational Excellence projects underway
2. New priorities identified through strategic planning
3. Spans and layers
4. Implement the Huron recommendations
  - Current initiatives aligned with Huron findings
  - Long term initiatives
  - Shared services strategy / administrative redesign

### **Huron Report Overview**

- Analysis had three primary objectives
  - Identify and prioritize improvements
  - Describe primary factors that may currently impact performance
  - Highlight peer and leading practices
- Report credits University for already undertaking “major initiatives to promote efficiency and effectiveness and to reduce administrative costs”
- Implementation plan divided into three sections
  - Section one addresses ongoing initiatives in alignment with Huron findings
  - Section two identifies long-term tasks the University will undertake based on Huron recommendations
  - Section three provides a closer look at shared services, one of Huron's main recommendations

### **ESUP**

- Dean Elde is leading this effort
- Business units have defined a large scope
- Looks like it will elevate many legacy business processes
- Moving into development phase
- Spring will give better visibility into time/scope for go-live

## **FY14 IT Priorities**

- Academic tools
- Improve wireless
- Enhanced user support
- Modernizing learning spaces

### **Academic Tools Status**

On schedule, with Moodle enhancements, a hype cycle tool, and mobile services development in flight by March 1.

### **Improve Wireless Status**

Wireless map has been created that is designed to elicit input from the University community. Expansion of wireless services has already occurred in Walter Library High confidence in the delivery of end result.

### **Enhanced user support Status**

Achieved one of the most aggressive goals of any Community of Practice (CoP) with the creation of standard operating procedures, and on track to help refine and implement them.

### **Modernizing learning spaces Status**

Two major goals completed including collecting input on learning spaces directly from faculty, students and staff and inventorying current learning spaces. On track to finish service structure recommendations this week.

## **OIT**

- IT Unemployment rate in MN is < 4%
- UMN IT attrition rate is < 10%
- The UMN involuntary IT attrition rate is 1.8% over the last 10 years
- \$90M out of \$3B is 3%

Q: What is OIT's response to the Huron Report?

A: OIT is happy with the spans and layers assessment. The University benchmarking led to unsatisfactory results as it is hard to measure against peers when job classifications at the University are still being updated. Then, even when University data is reliable, that might not be the case for other institutions.

Q: Will cloud applications increase University efficiencies, and if so, will less equipment be needed?

A: Some applications that are commodity items, such as email, can easily be moved to the cloud. However, more customized environments, such as for the Enterprise Program, still need separate equipment to run most effectively.

Q: What is OIT's response to user anxiety to merged help desks?

A: The merger is to allow for a common business practice for all base users of general software, such as email and Office. Some local support will still be required for specialized systems and customer relationships will be maintained. However, all areas of the University are feeling a constraint on funds and need to find new ways to achieve similar outcomes.

Q: How will support for research in specialized labs be affected?

A: It will not as this support is not under OIT.

## **7. DISCUSSION WITH NORWOOD TEAGUE**

Norwood Teague, Director of Intercollegiate Athletics, then joined the meeting. He has been at the University for 16 months and is pleased with his department's efforts so far. The University is on the verge of a football bowl game, Women's Basketball beat Miami, Men's Basketball won earlier this week, and Volleyball is playing at home in a tournament. In addition to these successes, he is starting a fundraising campaign this winter to upgrade the day-to-day facilities where athletes eat, practice, and study.

Q: How do you feel about having most of your staff in one-year appointments as P&A?

A: Most people in athletic departments are at-will employees, so he does not have an issue with the University system. He thinks that it provides more stability than he has seen at other institutions.

Q: It appears that more promotion is done for men's sports versus women's. What will Athletics be doing to promote Women's Hockey with their record-breaking win streak?

A: Athletics does much to promote women's sports but news media is not always willing to provide coverage. For Women's Hockey, the biggest obstacle for is getting people to come to these games. At the NCAA tournament last year, they barely sold out. However, Women's Volleyball is in the top five selling programs in the country and averages 4000-5000 fans per game. He has never been at an institution with such high Volleyball attendance. Women's Basketball also needs to attract more fans, but that will happen with more wins.

Q: What will be the impact on University athletes with the Big Ten expansion?

A: Athletes will spend more time studying on planes when playing at Rutgers and Maryland due to their distance. It will also mean that the University will also play each institution fewer times in each sport.

Q: Institutions nation-wide are trying to cut costs. Why are athletic departments exempted from these cuts?

A: At the University, Athletics has a \$84 million budget and is almost self-sustaining. Additionally, it returns \$10 million to the University each year.

Q: Why did Athletics receive a \$5 million subsidy this year?

A: This year's subsidy was to cover increased expenses. Last year the subsidy was only \$1.7 million and will likely be less than \$5 million next year.

Q: Does athletic success translate into increased fundraising?

A: Yes, and that helps the entire University. Athletics works with the Foundation to make sure that people are dual donors and don't just support athletics.

Q: There are increased reports of traumatic brain injuries from sports. What changes do you see from these injuries?

A: 95 percent of the problems being reported are from former NFL players due to more head hits allowed. They are not seeing these same injuries in former college players who are now older. As for young kids, he is not sure how these injuries are happening. He does believe that diagnosing has gotten better in non-football sports and doctors are more reluctant to let football players back into games after an injury. These changes all lead to healthy athletes long-term.

## **8. DISCUSSION WITH SENATE COMMITTEE MEMEBRS Campus Committee on Student Behavior (CCSB) Committee on Committees (ConC)**

### Campus Committee on Student Behavior (CCSB)

Todd Helmer, a five-year member of the committee, stated that the CCSB is the central judiciary body for the Student Conduct Code for the Twin Cities. The committee is composed of 14 faculty/P&A and 12 students, however they never meet as a full committee. Instead five member panels hear cases for students who have alleged violations of the Student Conduct Code. Allegations are sent to the Office for Student Conduct and Academic Integrity (OSCAI) who investigates the matter and makes an informal resolution to the student. If the student does not accept the resolution or responsibility, then they can go to a hearing before the CSCB,

Hearings last a minimum of four hours. The Panel hears all the evidence and witnesses from both parties and then deliberates, using a more likely than not standard of proof. The Panel first decides if the student is responsible, and if so, what is the appropriate sanction. They consider the University community, student development, and the severity of the incident when assigning a sanction. The Panel takes their work seriously as its sanctions can alter the life of a University student.

He has served on about three cases per year, and most are scholastic dishonesty. In 2011-12, 560 incidents were reported to OSCAI which lead to 15 hearings. In 2012-13 there were 553 incidents reported and five hearings were held.

### Committee on Committees (ConC)

Ann Hagen, member of the ConC, said that this committee determines members for other Senate committees. The process for next year will be starting soon. There are 23 committees with P&A members, five of which are only Twin Cities. A request will be sent soon for applications and someone does not need to be a senator or alternate to apply. She noted that it is very helpful if applicants explain why they are interested in service. If someone wants to serve, they should also speak with a ConC member

Q: Can system campus P&A serve?

A: On most committees, yes. As Crookston and Duluth faculty are unionized, they cannot serve so these campuses can only be represented by P&A.

Q: How much competition is there for seats?

A: There are more P&A applicants than seats each year, but applications are held through the next fall in case of vacancies.

## **9. P&A SENATE OLD BUSINESS**

**NONE**

## **10. P&A SENATE NEW BUSINESS**

Patti Dion from Human Resources reported that the job family study is still on track to finish by October 2014. Two job families are close to completion and pre-K-12 educators and public engagement are the next two groups to be reviewed. The process so far has been smooth with few appeals. She then noted that the turnout rate was great for the employee engagement survey, with staff response rate being above 50 percent.

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

The meeting was adjourned at 11:15 am.

**Rebecca Hippert**  
**Abstractor**