**MSUAASF State Board Meeting**

**July 23/24 2015**

**Bemidji State University**

**MEETING MINUTES**

**Present:**  Jean Clarke, Stephanie Bard, Sue Bayerl, Shirley Murray, Jim Anderson, Eduardo Gutierrez, Heather Soleim, Heather Phillips, Tracy Rahim, Loralyn Kuechle, Michael Kurowski, Mike Sharp, Rich Wheeler, Will Ruckel, Maureen Acosta, Barb Oertel.

Thursday afternoon: Brian Aldes and Sami Gabriel.

**New Board Member Introductions, Ice Breaker Activity**

Jim led the group through some activities to gain familiarity with each other and build relationships.

**Brainstorming Session, Important Topics Impacting ASF**

See separate attachment on SWOT analysis.

**Lunch & Campus Reports (BSU members joined us for lunch)**

See end of minutes for the summary of submitted campus reports.

**Meet New Business Agent Sami Gabriel & Brian Aldes**

Brian provided an update on the Supreme Court case and Right to Work possibilities. Sami provided a negotiations update.

**Local 320 Announcements**

Steward Seminar is scheduled October 24th in metro area. All stewards are encouraged to attend.

**Negotiations Update**

June session was good and productive, but economics were not touched on. Priorities were outlined. #1 besides wages was upping the contribution to Benny card. Sami will be sending out a letter to campus presidents soon with more details.

Next negotiations session will be in September and there is optimism that a tentative agreement may be reached at that time. Sami plans to attend campus meetings during the coming year.

Coalition insurance bargaining has wrapped up and Rich shared that information during his report (later in minutes).

**Steward Training**

Rich Wheeler and Sami Gabriel provided steward training focusing on basic principles and the grievance process.

**Officers’ Reports:**

**President’s report**

Many thanks to Zachary Johnson from BSU for helping us set up the summer state board meeting here in Bemidji. Thanks to all of you who attended last night’s social for Adam Klepetar. We will be electing a state vice president at tomorrow’s board meeting and I will be asking for nominations later this afternoon for you to consider for the position. Welcome back immediate past President Barb Oertel to the ASF State Board! I have an ITV meeting set up with Vice Chancellor Ron Anderson on Monday, August 3rd. I also attended the June 29/30 negotiations meeting and enjoyed meeting new Teamster’s Business Agent Sami Gabriel.

New coordinating committee (for CtF) will be 31 positions: 10 students, 12 bargaining unit reps (2 from each unit), and others will be administrative. There are about 6 proposals from original CtF work that are moving forward. Also, there is a Change Leader conference related to moving CtF forward on August 4-5, 2015 at North Hennepin CC. Also, Sept. 10, Jim has been invited to Leadership Council training at Craguns to talk about President’s Council about CtF changes and encourage their involvement.

**Vice President’s report**

The pace of meetings I attended has slowed down these past three months as school ended. I spent time in May reaching out to our local legislators about funding for MnSCU. I attended the final CTF SIR meeting on May 27th, and represented ASF at the Penny Golf Scramble to help raise scholarship funds for students through MSUSA on June 4th. This was a fun event with many different groups that we collaborate with in the system. I also attended the Charting the Future Recognition Event on June 16th as we wrapped up the work done by the original 8 CTF committees formed this past year.

**Secretary’s report**

Please see previously submitted minutes of March ASF Board meeting. Several consultation calls with the Executive Committee have taken place to deal with contract issues (MOA’s) and matters related to President Klepetar’s resignation. Those items are covered in other areas of the meeting minutes.

T. Rahim moved and M. Kurawski seconded to approve minutes of March 2015 Board meeting. Motion carried.

**Treasurer’s report**

1. Account Balance as of 3/26/2015: $64,810.24

Account Balance as of 7/23/2015: $71,162.72

1. Business Savings Account Balance 3/26/2015: $40,724.66

Business Savings Account Balance 7/23/2015: $40,732.96

1. Business Checking Account Balance 3/26/2015: $24,085.58

Business Checking Account Balance 7/23/2015: $30,429.76

1. Campus Support FY 2016: Due October 15, 2015
2. Legacy CPAs: Outcomes and next steps

Sue explained the dilemma of ASF paying a member for doing the website (a couple of years ago). Since this put ASF into the category of being an employer (which wasn’t the intent), there were unintended legal and tax status consequences. In order to clear this up, we needed to engage the services of Legacy CPA and legal counsel. The Executive Committee approved Sue moving forward with this and providing the payments necessary for these professional services.

1. Budget

Sue presented the FY 2015 year and proposed a FY 2016 budget. This will be discussed on Friday.

Motion by S. Murray, second by M. Acosta to approve the treasurer’s report. Motion carried.

**Grievance Officer Report**

Rich provided handouts about the insurance coalition bargaining settlement, which occurred on June 29, 2015. All groups except AFSCME and MAPE wanted to begin to phase in changes to insurance due to impending Cadillac tax, but since AFSCME and MAPE have the most votes, the result was very modest changes. We need to be aware that there will be big changes in 2017-18 if Affordable Care Act is not repealed. It is likely there will be big changes in pre-tax programs (especially dependent care).

Two MOA’s need to be considered:

1. Employee on sabbatical at SCSU asking to waive requirement for return to work after sabbatical. Executive committee authorized this. Move by R. Wheeler, second by T. Rahim to approve this MOA regarding member A. Nabe. Approved.

2. Continuation of contract items until new contract is approved. This included PDF funds and consolidated pay article and separation incentive program. MOA was authorized by Executive Committee. Move by R. Wheeler, second by M. Asosta to approve the action of Executive Committee relative to this. Approved.

Rich discussed the change in non-renewal language and how these changes have upset some members.

MnSCU Board is contemplating doing a Workplace Environment Policy for the system. This will likely be a discussion item at State M&C. Mankato and Winona currently have these policies. All Board members are asked to review campus policies on workplace environment prior to next M&C, and consider involvement in system policy development.

The Executive Committee has had requests to extend fixed term positions over the two-year limit. These were generally approved, but the criteria needs to be revisited so there is consistency since these requests are more frequent now, with the new contract provision allowing up to three years with Board approval.

Questions have arisen about appointment documents. MnSCU proposed doing away with these documents. We aren’t at the point in bargaining to agree with any change. Documents have nothing to do with the terms and conditions of employment.

Campuses should have policies on both PDF and PIF allocation, established through the M&C process. Monies must be available to all in bargaining unit.

Bulletin board issue – be sure to provide this information to Local 320.

There have been discussions with MnSCU about training on campuses about the contract. Think about this request to put on agenda for October meeting. This will be a time commitment on part of both management and ASF leadership (it needs to be jointly done.)

Rich has done training at Winona and St. Cloud and he’s willing to respond to other requests from campuses for training our members. Jim and Sami are also very willing to come out to campuses.

Be sure to keep Rich in the loop about grievances on campus and consult as needed before grievances move to higher levels.

**Committee Reports**

**MSUAASF Committees:**

**Legislative:** no report

**Nominations and Elections**

There is no current report in terms of the committee work, but there are items that need to be resolved at the Board meeting this week.

The committee membership needs to be confirmed with the new Board membership.  The committee had been made up of me, Jay and Tracy.  So, that could remain the same, if the Board wishes and the members agree.  The committee does need to consist of 3 members who are Board members, but not elected officers.

In the coming months the committee will need to run the contract ratification election (most likely in the fall) and also begin the officer nominations process in late fall and run the election in the winter.  The process will conclude with the Board meeting election ratification in April.

This committee is integral in the officer nominations process and so the committee will need to begin work once Fall Semester begins so that there can be a discussion on the status at the Fall Board meeting.

Volunteers for 2015-16 Nominations & Elections committee: Barb Oertel, Jay Lee and Rich Wheeler

**Membership**

No report submitted.

**MNSCU COMMITTEES:**

**Policy Council Report from 5/28/2015**

The policy council did not have a quorum. Policy documents were sent to members via email for review and comment. Voting will occur via email. If unanimous, these policies will be sent to all for review and comment on September 8, 2015.

**Procedure 3.21 Undergraduate Course and Credit Transfer and the MNTC**

Reorganized sequence of the parts and subparts of the policy. Merged current policies 3.21 Undergraduate Course Credit Transfer and 3.37 Minnesota Transfer Curriculum. Added Smart Transfer Plan requirements.

**Policy 3.1 Student Rights and Responsibilities**

Review and editing was completed.

**Policy 3.38 Career Information and Procedure 3.38.1**

Adding reference to MN Statutes 135A.157 Notice to Students Regarding Possible Impact of Criminal Records.

**Enrollment Management Think Tank (Rich Shearer is the rep)**

2014-2015

Below is a snapshot of some of our conversations. I really like the fact that this group has members who can command some attention by MnSCU staffers and therefore affect change.

Continued to meet once per month with some cancellations

Most meetings attended through Webex

This group has had some good discussions and has related some “Best Practices”

Major discussion points have been

* Holds and how they impact the students’ ability to register for future terms. Discussed proposed policy language for the accounts receivable thresholds.
* Progress and next steps with the Hobsons master contract
* Examples of partnerships that are working well (all)
  + K-12
  + College and university
  + Workforce
  + Community
  + Other
* Concurrent enrollment cost structure (Jones and Pirius)
  + Items being discussed by a group of System Office staff and college presidents
    - Mentoring compensation
    - Charge to the high schools
    - Credentialing
    - Quality – course at the high school must be the same as the course at the college. This is an accreditation issue.
* Orientation Fees Policy/Procedure
* Predictive Analytics
  + Request to have Craig Schoenecker in on a discussion on how we can potentially pool campus resources to invest in a predictive analytics modeling tool at the system level.
* Application Major Data on e-App (D. Jones) a. The universities appear to be using the general studies CIP code

**Assessment for Course Placement :** No report submitted.

**Defined Contribution Retirement Committee**

Since the last Board meeting there have been quite a few items that the DCR Committee has dealt with, but nothing that I had not mentioned to the Board as anticipated changes.  By now members who are in IRP or SRP have seen the changes implemented.

There is a realignment of the fee structure.  Prior to this fiscal year, each participant was paying a $14 fee to defray the expense of operating the programs.  There was additional revenue to the programs from revenue sharing from some of the investment funds.  But, not all of them had the revenue sharing.  That fact made the revenue sharing funds look like there was less of a return, since not all of the gains went to the member.  As such, those funds opted to cut the revenue sharing and instead pass the revenue on to the members who invested in those funds.

After considering the situation, the DCR Committee recommended to the MnSCU Board that the per participant fee be increased to allow for the revenue needed to operate the program.  The MnSCU Board agreed and implemented a $60 per participant fee effective 7/1/15.  The fee is per participant and if a member has multiple accounts (IRAP, SRP, TSA, etc.) there is still only one $60 fee per year.  The $60 fees will be deducted at the rate of $15 per quarter.  The first quarterly fee of $15 will be deducted in September.

There are also some investment menu changes that will take effect at the beginning of 2016.  More information will be sent to members in the programs.

The DCR Committee is continuing to monitor some under performing funds and may make a recommendation this year for some additional investment option changes based upon that monitoring.  There will be more information in early 2016.

Another big thing coming down the line this year is the RFP process for the DCR programs.  The current contract expires at the end of this fiscal year.  The DCR Committee will be reviewing the draft RFP at the Fall meeting and the RFP Committee will include DCR members, as well as some others.  The RFP will go out this Fall, with interviews taking place in the late fall and a decision being made by the MnSCU Board early in 2016.

Just for a historical piece of information, when the DCR program was founded, it was managed by Wells Fargo.  It then transitioned to TIAA/CREF.

The new contract will be effective on 7/1/16 and is expected to be a 7-year contract.

**IT Council:** No report

**System Evaluation Committee** (Mike Sharp)

We did consider one appeal in May from MSU Moorhead regarding the Director of Learning Communities.  The appeal was asking that the position move from a C to a D range and the committee approved the appeal.

**Transfer Oversight Committee** (Jim Anderson)

I attended a MnSCU Regional Transfer Conference on April 8th and received information updates on the transfer articulation legislation and Transferology. At the April 30th Transfer Oversight Committee there was extensive discussion about the Transfer Appeal Process and how we can compile data effectively. This caused great concern about how we can collect good data that gets to the problem with transfers. A system-level appeal form is being considered to improve consistency in appeal process. Jim will bring recommendation forward that Registrar’s be consulted in this process.

**Student Affairs Council** (Jim Anderson)

At the June 5th Student Affairs Council meeting the new Diversity Task Force for advising the SAC on improvements to assist diverse learners was discussed. We were also updated about the preferred name procedure and more information will be coming about that process in the late summer, early fall. The system office also informed that there is an RFP out regarding branding.

**Academic Affairs Council** (Shirley Murray)

At the May 5, 2015 meeting, a decision was made to recommend terms on the Council be 3 years, renewable.  Updates provided on relevant legislative proposals to date, with concerns raised about earlier entry of students (9th-10th grade) for concurrent enrollment, developmental education proposals, and a related issue of asking Assessment for Course Placement to revisit the 2-year sunset of the ACT math sub-score.  Semester start dates were discussed and a recommendation to keep the fall start date in Aug. mid-20’s and move the spring to Tuesday after MLK day.  Lynda will redraft a proposal regarding this for further formal feedback.  John O’Brien visited the Council for last time and emphasized the need to focus on the Diversity Achievement Gap as we move forward, saying he was disappointed we haven’t been able to “move the dial” on this important issue.

**Charting the Future Committees**

Coordinating Committee – No report submitted

Diversity-Shahzad Ahmad: No report submitted

Student Success-Tracy Rahim

We submitted 3 initiatives to the Steering Committee

ADVISING: All MnSCU institutions will incorporate the following items addressing advising into an institutional “Student Success Plan” or into an existing institutional plan such as the Strategic Plan, the Enrollment Plan, or the Retention Plan; The MnSCU System will enhance on-line pre-college resources available to any prospective or current students through a system-wide site; Establish a system-wide Advising Council; Create a new Strategic Framework Performance Measure (SPM) in the area of Student Success related to advising

TECHNOLOGY: Selection, hosting and funding of a system-wide technology platform/components that integrate(s) with ISRS/Student Records System for (a) predictive analytics, (b) customer relationship management, and/or (c) Grad Planner (progress to degree) available to all institutions.

POLICY: Recommendation is for policy review of the following MnSCU policies:  2.9 Financial Aid Satisfactory Academic Progress (SAP), 5.12 Tuition and Fee Due Dates, Refunds, Withdrawals and Waivers.

Comprehensive Workplace Solutions-Michelle Schmitz: No report submitted.

System Incentives and Rewards -Jim Anderson

We had our final SIR meeting on May 27th. Our committee made firm recommendations to push forward the financial model to increase cooperation and collaboration between campuses, and to create a system-wide HR model that supports employees by making system-wide improvements to HR policies and services. I also attended the CTF recognition ceremony in St. Paul on June 16th.

Academic Planning and Collaboration-Shirley Murray

The committee’s final report has been submitted to MnSCU. It is the committee’s understanding that the transfer work will be moving forward beginning this fall since the legislature approved the plan. The committee felt there were many other pending issues regarding academic planning and collaboration that need system-wide input and attention. These were outlined in the final report.

Competency Certification Credit for Prior Learning-Marcia Anderson – No report.

Educational Technology-Chad Kjorlien – No report.

IT Systems Design-Sue Bayerl

Final report was submitted to the system office and is available on the CTF website. Our group’s charge was:

Stakeholders expect leadership, consultation, innovation, efficiency, and effectiveness in the delivery of services supporting the system mission. The IT System Design Team has taken on the charge of examining IT governance, technology trends, partnerships, service delivery, policy, and processes at a high level to prepare MNSCU for a sustainable future. The team will seek opportunities to redesign organizational processes, remove barriers and leverage information technology to enhance services.

Much of the opinion in the IT world is that we need to be more uniform between campuses.

Related information on CtF

Several ASF members will be attending the Change Leadership conference in August, which is part of the transitioning preparation for the CtF initiatives. Jim Anderson, Shirley Murray, Barb Oertel will be attending from the Board. (Shirley and Barb are campus appointees). Eduardo was appointed as our other ASF representative.

**Old Business**

None

**New** **Business**

**Elect State Vice President**

Jim put out request for nominations and one was received: Eduardo Gutierrez. He has been State President, local President and has awareness of the system. He is anticipating retiring in the near future, and would like to serve this year prior to retirement. Move by M. Asosta, second by B. Oertel to appoint E. Gutierrez as Interim VP for the 2015-16 year. Motion carried.

**MnSCU Committee Representatives**

New members: Barb will serve on Policy (replacing Adam)

Sami is taking over for Kari.

Assessment for Course Placement: Jill Quandt

Student Affairs – Eduardo will replace Jim.

Academic Affairs – Heather Soleim will replace Adam.

Coordinating Committee for CtF: Tracy Rahim will join Jim Anderson will serve.

*Request made to E. Gutierrez to send a comprehensive list of all committee members to the Board.*

**Statewide ASF Award:**

Question arose about combining this with MSCF service award. ASF Board does not support this. Further input on the event – let all nominees know the winner prior to the event. Lobby for some local award for those nominees who do not get statewide award.

**Percent Release Time Approval**

Jim proposed 35% release time (his travel expense will be higher) for the year. Eduardo will be at 10% and Rich at 20%. R. Wheeler moved and R. Rahim second authorizing 35% release for President Anderson. Motion carried. R. Wheeler moved and H. Soleim second authorizing 10% release for VP Gutierrez for the year. Motion carried.

**Budget Considerations for FY 2016**

A subcommittee of Sue, Tracy, and Jean, Jim will meet to talk about the overall release time and budget implications for the coming year. Jim will convene this group at the October Board meeting, and perhaps before by WebEx.

R. Wheeler moved, second by J. Clarke that the budget projected for FY16 by the treasurer by approved. Motion carried.

**2016-2018 State ASF Election** – covered earlier in Nominations and Elections report.

**Set ASF Board Dates for 2015-2016**

October 29-30, 2015 in St. Cloud

January 21-22, 2016 in St. Cloud (10:00 a.m. start)

March 24-25, 2016 in St. Paul (perhaps Metro State) (12:30 p.m. date)

April 15, 2016 (in conjunction with State M&C)

July 21-22, 2016 (tentative)

**Campus Workplace Environment Policies**

On State M&C agenda.

**Campus PDF Policies and Procedures**

Covered under Grievance Officer report.

**Transition for Charting the Future**

Jim Anderson and Tracy Rahim will serve on Coordinating Council. Leadership Council has received 40+ initiatives from CtF.

**Other Topics/Items**

**Update the ASF State Website**

Gus is key person as Local 320. Janet will be our liaison from the Board.

**M&C agenda items**

Personal Day Reporting – what is happening?

Workplace Environment Policy

RFP for Branding of MnSCU – what is happening?

FAMA Project Update

Charting the Future Update

Budget Updates

NASH Initiatives Update

Complete College America Participation Update

Motion to adjourn by T. Rahim. Meeting adjourned at 11:33 a.m.

**Future ASF State Board Meeting Dates:**

October 29-30, 2015 in St. Cloud

January 21-22, 2016 in St. Cloud (10:00 a.m. start)

March 24-25, 2016 in St. Paul (perhaps Metro State) (12:30 p.m. date)

April 15, 2016 (in conjunction with State M&C)

July 21-22, 2016 (tentative)

**State Meet and Confer**

September 25, 2015

November 13, 2015

February 5, 2016

April 15, 2016

**MNSCU Board meetings**

September 15-16 2015 Board Orientation and Retreat

October 20-21 2015

November 17-18 2015

January 26-27 2016

March 15-16 2016

April 19-20 2016

May 17-18 2016

June 21-22 2016

**CAMPUS REPORTS**

**Bemidji State University**

Fall 2015 has a total current headcount of 4251 representing 4071 undergraduates and 180 graduate students.  We are now at 89% of enrolled credits compared to last fall.

Summer headcount was 1949- up 1.7% from last summer.

Remodel of Memorial hall will be completed for fall 2015.  Remodel of Decker Hall will be completed mid fall semester and will house several student service areas.

Reorganization for student success was announced the week of July 8th. VP for Student Development and Enrollment no longer exists. We now have a Provost and VP for Academic and Student Affairs. We have an Interim Dean of Students to oversee Res Life, Student Union, Campus Recreation, Am Indian Resource Center, Health & Counseling, Veteren's and Dining Services.

Interim Dean for Student Services oversees Admissions, Registrar, Disability Services, TRIO/SS/UB, Advising Success Center and Fin Aid. Fin Aid formally reported to VP of Finance.  These two positions now report to the Provost.

**Minnesota State Mankato** is looking positive for enrollment in the Fall Semester.  We are expected to be up in new first year students, about even in transfers and expecting our overall enrollment to be down just slightly.

There are many construction projects happening on campus.  To highlight a couple, the Clinical Sciences building that is part of a past bonding bill is underway and the new dining hall that is being funded by residential life is underway as well.

There have been some new administrative hires as well.  We have a new Vice President for Strategic Business, Education and Regional Partnerships; Associate Provost; Dean of Global Education and will soon begin a national search for Dean of Extended Education.

**Minnesota State University Moorhead**

Enrollment

* Enrollment is down – hoping for a 2% decrease in enrollment but the data is showing this number will be higher as our new entering student numbers have decreased dramatically

Notable Vacant Positions and Searches

* Director of First Year Programs – currently interim
* Director of Career Services
* AVP of Enrollment Management and Student Affairs
* Dean of Arts, Media and Communication – currently interim

Notable New Hires

* Provost – Dr. Joseph Bessie
* VP of Finance and Administration – Jean Hollaar
* AVP of Academic Affairs – Dr. John Healy
* Office of Diversity and Inclusion Director – Jennifer Aranda
* Director of Admissions – Shaun Manning

Campus Happenings

* New turf installation on football field
* Student union renovation in progress
* Some restructuring of departments and moving between divisions

**St Cloud State University**

Enrollment;

Projected to be up for fall. The main question is by how much.

Budget:

The budget for FY 16 is supposed to be in balance. SCSU is not at this time contemplating lay-offs. SCSU did offer BESI’s to a group of people and there were 15 acceptances. This was short of the 30 hoped for. SCSU still has a flexible hiring freeze in place which means that each request to hire (including adjuncts) is reviewed and evaluated and some are actually turned down.

Campus Status:

New Provost: Ashish K. Vaidya started July 1 as the new permanent Provost. He comes from the Cal State system with significant administrative experience.

Re-organization (these moves all impact MSUAASF members significantly)

(Temporary?):

Following the departure of Bruce Busby, Associate Provost for Student Success and Dean of University College SCSU seems to be re-thinking the University College idea. Plans, as of now, do not call for re-filling Busby’s position. Rather we have created 3 Assistant provost positions—One to oversee Advising, First Year Experience, and activities like that; one to oversee Student Success (Academic Support Services); and, one to oversee enrollment management and admissions (this latter position already existed, the other two are interims).

(Permanent)

The Center for Continuing Studies has been broken up. Corporate Education and Outreach (Customized training) will stand alone with the Minnesota Highway Safety Center (Driving Range) as a new Continuing Studies unit.

SCSU Online/Distance Learning has moved to the Provost Office. Senior to Sophomore has moved to the new enrollment management/admissions unit. Summer Session is currently in the Advising/First Year Experience unit (although the reality is this function seems to have been passed to the colleges and schools to manage) as is the Bachelors in Elective Studies program. The Driver Education program (teacher prep) is probably going to the School of Education.

Customized Training, SCSU Online and Distance Learning/Senior to Sophomore, Summer Session, and the Minnesota Highway Safety center are all staffed primarily or exclusively by MSUAASF members.

Other:

SCSU also completed a major facilities utilization study and is considering the removal of two unused residence halls and several houses owned by the university. The study also suggested concentrating our summer and weekend and evening foot print into a smaller set of buildings and during these low use times shutting down buildings. The impact of this, if any, remains to be seen,

SCSU also completed something called the portfolio review as part of the budget review process this spring. Many of us are still not entirely sure what the point of this exercise really was as it appears there has been little change for the time and energy invested and the angst created.

**Winona State Campus Report:**

·         We have several new administrators who have started that will oversee ASF members: VP of Enrollment Management/Student Life, AVP of International Programs, AVP of Rochester Center. We will be starting a search for a new VP of University Advancement after school starts.  Finally, our AVP of of Marketing/Communications and Dean of the Library have left but those searches are on hold for now.

·         Our enrollments are fairly steady last year with an incoming class of 1630-1640.

·         The tuition increase at WSU this year will be 3.5% for undergraduates and 3.8% for graduates.

·         Our Education Village design process is moving along and we look to be slated well in the bonding list next year.

·         We have been working with CP Rail through an act of Congress to put in pedestrian underpasses under the train tracks at two points on campus. It has taken almost 12 years to get the project started and it will finally be finished this fall.

·         We have 8 active ASF searches right now.

·         We conducted an ASF Executive Officer Strategic Planning Retreat in June and came out with two goals that we are actively working on right now:

o Create and provide an ASF Master Agreement training for new supervisors and administrators (Special Initiative Award proposal)

o   Enhance the communication about all the different funding opportunities available to ASF employees for better utilization

**Metro State Campus Report:**

Major Changes to Metro State

* Interim president for two years; search for new permanent president to begin this fall.
* This past year we have hired many new deans due to retirements and departures.
* Climate at the university is improving from previous year; scathing survey done May 2014. Still some concerns but definitely better.
* Merger of Academic Affairs and Student Affairs. A lot of concerns about this merger but it is a work in progress.
* No layoffs at this time.
* Construction almost completed on parking ramp and student center; Science Ed Center to be open in January.

Enrollment updates:

* Undergrad and grad enrollment is up.
* New enrollment is up but returning enrollment is down.

Other items

* I have begun sending a bi-monthly newsletter to Metro State members; decided it was best way to communicate with my members.
* Meeting with HR director to discuss several items including lessening the use of investigations.

**Southwest MN State Report**

Enrollment is down a bit except for international, and retention is also decreasing. They anticipate some big changes in the coming year. They are dealing with some transparency issues. HR director is retiring in October.

**Note for Future Meeting Agenda:**

Nominations/Elections