

## ASF State Board Meeting

March 23-24, 2017; St. Paul, MN

**PRESENT:** Tracy Rahim, Sarah Olcott, Jay Lee , Sue Bayerl, Sara Granberg-Rademacker, Rich Wheeler, Shirley Murray, Maureen Acosta, Jessie Swedberg, Jim Anderson, Janet Haak, Heather Soleim, Barb Oertel.

### **Thursday, March 23: 12:30-4:30pm (Metropolitan State-Library 301 Trustee Room)**

*Call to Order at 12:50 p.m.*

*Agenda was approved.*

#### ***Teamsters Local 320 Update***

Lobby Day (Gus Froemke)

Gus reported that in the current budget targets, MN State is a “winner” compared to U of M, but he doesn’t anticipate the results will be as positive in the end. There are some bills out there that are very anti-labor. We need to remain aware of these.

Lobby Day (March 29) – There will be a reception 5:30 – 7:30 p.m. the night before. There will be a speaker and some representatives from greater Minnesota. On Lobby Day there will be individual meetings and also a couple of speakers. The day will wrap up after 3:00 p.m. Parking for those not staying at the hotel and can still be at the hotel.

#### ***Officer Reports***

**Secretary** (Shirley Murray) Submitted to members electronically. Without objection, minutes were approved.

**Treasurer** (Sue Bayerl)

Account Balance as of 01/26/2017: \$43,358.33

Account Balance as of 03/19/2017: \$49,475.83

Business Savings Account Balance 01/26/2017: \$16,780.53

Business Savings Account Balance 03/19/2017: \$16,818.21

Business Checking Account Balance 01/26/2017: \$26,577.80

Business Checking Account Balance 03/19/2017: \$32,657.62

Campus Maintenance FY 2017: List of full share members - Campuses receive (No. of full share X \$12) +\$100

Tax Exempt status – Filing of 990

- a. CPA is working on the 990 form for FY 2016. Sue has been checking on this about every two weeks. There are just a couple of errors from previous years that still need to be adjusted; Sue will update us when it is finally done.
- b. Final charges for the CPA are pending – Sue is awaiting the final charges based on (a) above.

Sue developed a form to use when missing a receipt – This will be posted on ASF website.

Audit report was embedded in the Winter Board minutes and was also sent by email to members of the Board. It was approved at the January 2017 board meeting.

Recommendations from Audit Committee –

***M. Sharp moved, second by S. Murray to purchase document scanner for scanning receipts up to \$200. Motion carried.***

Budget –

Input given on items to include in FY 18 budget. Sue will put together a draft to be considered at a special (phone) meeting later this spring.

***Motion by R. Wheeler, second by J. Lee to accept treasurer's report – Motion carried.***

***Motion by Mike Sharp, second by Jessie to extend deadline for 2017 Campus Maintenance to March 31.***

***Motion by S. Murray, second by M. Sharp to change campus financial report to include plan for use of carry-forward (if any) and have Audit Committee review campus budget reports and offer recommendations each year for the fall Board meeting. Motion carried.***

**Grievance Officer** (Rich Wheeler)

Twins tickets from Teamsters (pair) available for each of seven campuses. Must be used by ASF members and awarded at a Membership meeting. Dates are:

Metro- (Aug. 7)

Winona- (Aug. 5)

Mankato- (Sept. 16)

Southwest-(July 8)

St Cloud- (Aug. 5)

Bemidji- (May 20)

Moorhead – (Sept. 16) - (please-note: this is updated list post-meeting per R. Wheeler)

There have been an increased number of grievances in recent months. For reprimands, members should think carefully about not objecting; it is also very rare that these will go to arbitration. Step 3 Grievance at Moorhead where member is not getting full credit for years of service going toward seniority. This has highlighted some contract language issues, so this may be an issue in negotiation. Right to union representative has come up. There have been a number of investigations in the system of departments (not people). Our position is that any member in an investigatory meeting has the right to representation; management doesn't always agree. Our position remains that the member has the right to a representation in these cases. No right to representation if there are no questions being asked (i.e. giving a letter of expectation only, etc.) Be sure this is well known.

Changes in Sabbatical – every change does not require MOA; if there are changes in the timeframe (break up sabbatical), these do need an MOA.

Parental Leave – It is highly unlikely that this language will survive the contract negotiation process; be aware of this if members ask.

Right to appear before SEC in an appeal – If this is denied, we could make a a case to have the appeal heard again.

Range Determination and FLSA Exempt/NonExempt - please see Old Business.

**Vice President (Jim Anderson)**

I have had much quieter late winter travel as I attended the February 2nd Charting the Future Coordinating Committee meeting. All MN State system committee positions are filled and we currently have 42 ASF representatives serving on at least one system committee. That will fall to 30 once the Transfer Pathway Teams have completed their work. I will be attending the Teamsters Lobby Day next week.

**President (Tracy Rahim)**

Board of Trustees meeting update from 3/22 meeting: Angelia Melinder was confirmed as the new President for Century College. She is currently the President at Olive Harvey College which is one of the City Colleges of Chicago. Chancellor Rosenstone announced that Mark Carlson has agreed to delay his retirement for 1-2 years pending several key system leadership positions that need to be filled including a new Chancellor. The first phase of the system-wide Access to Excellence scholarship campaign was almost double from what they set as a goal. They raised \$39M for 28,000 scholarships across the system. The Phase 2 target is set at \$50M. A \$1M gift was given for full scholarships for a summer bridge program at 9 schools so students who need developmental education coursework can take them in the summer so they can just take college level courses in their first semester. The contract extension for Hobsons Enrollment Management was approved. Trustee Dawn Erlandson was elected as the new Vice Chair of the Board of Trustees.

IFO communication RE: administrative academic exemption & salary threshold (ATTACHMENTS): IFO Staff member Dick Kaspari reached out to me regarding concerns brought forth by ASF members at Metro who serve in academic advising capacities and/or have adjunct faculty teaching assignments. Mr. Kaspari and I reviewed the situation and the language regarding the administrative academic exemption that was in a 2008 Department of Labor document as well as what was supposed to happen in December 2016 had the injunction not occurred. System HR stands by guidance from CUPA that indicates this exemption is not being used in higher education. The members at Metro and IFO are questioning System HR stating that the salary threshold returned to its original level of \$23k as there is language in the 2008 document that states that, "The Administrative exemption is also available to employees compensated on a salary or fee basis at a rate not less than \$455 a week, or on a salary basis which is at least equal to the entrance salary for teachers in the same educational establishment and whose primary duty is performing administrative functions directly related to academic instruction or training in an educational establishment..."

Respect in the Workplace training preview: On March 20, I participated via conference call with MMB staff and other state bargaining unit leaders about the new Respect in the Workplace training that will be required for all state employees (including teaching faculty). These are video trainings that will take approximately 15-20 minutes apiece. There is one for managers and one for employees. Managers will need to do both trainings. MMB is rolling this out individually with each state agency. They will be able to log in and see how many employees have/have not done the training. I asked if MMB staff knew if MN State was creating their own training that was more attuned to higher education and they said that they had not heard that was happening and this training was required for everyone. MMA and MAPE were the only other MN State bargaining units at the preview and no one from System HR or Labor Relations was there.

Tracy also gave updates on some of the legislative activity recently, including opt out for student life and activity fees (Tracy has been emailing representatives on this). She also talked about other bills that

could impact our members. One has to do with Board of Trustees negotiation of contracts and another about residential programs for students with developmental disabilities.

Tracy will be communicating with ASF members who will be attending Lobby Day to provide background, information on reimbursement and other details that are needed.

Meeting with Chancellor Designate Malhotra: Sue Bayerl, Mike Sharp and Maureen Acosta have all volunteered to attend the meeting with Chancellor Designate Malhotra on April 6 at 3pm.

## ***MSUAASF Committee Reports***

### **Membership** (Jean Clarke-Mankato)

Over the past few months, I have been working to get the website completely up to date (making sure all the links are correct after Minnesota State changed their website and did not redirect items). Please let me know if you are ever on the website and find a broken link or are unable to find something you are looking for!

I have begun the work on a list of Teamster Benefits that MSUAASF members are eligible to take advantage of. This will be forwarded to the State Board, Campus Presidents and Campus Membership Chairs once it is complete.

I have begun the work of gathering all materials and processes that are used by each campus membership chairs to meet with new employees. I am hopeful we can share information among campuses to help us recruit more full share members.

I did not hear from anyone about changes for the brochure. Please take a minute to review again and get me any updates: <http://www.msuaasf.org/wp-content/uploads/2013/07/ASF-Brochure.pdf>  
If there are other things that you see need to be done or could be done, please let me know.

### **Legislative Affairs** (Janet Haak-Moorhead)

Looking forward to reviewing the effects of Lobby Day and also needing to continue to send out Action Alerts. Janet will also be talking with Gus about approach to lobbying.

### **Nominations & Elections** (Rich Wheeler-Mankato, 2 SPOTS OPEN)

There is nothing new and just as was reported in January, the committee will be ready to move ahead with a vote on the new Constitution and any new collective bargaining agreement, as may be required.

\*\*Need to fill 2 open spots—cannot be elected state officers; this will be just for one year.

***Motion by Mike Sharp, second by Jessie Swedberug to appoint Rich Wheeler, Heather Soleim and Sarah Olcott to this committee. Motion carried.***

### **MSUAASF Position Allocation Matrix Process Work Group** (Rich Wheeler-Mankato, Heather Soleim-Moorhead, Tracy Rahim-Winona, Mike Sharp-St. Cloud, Sami Gabriel-Teamsters)

Feedback from ASF was shared with system office. The system's final draft was shared with members. Tracy doesn't feel they are open to further feedback. The time line is still somewhat questionable. There is a plan for Tracy, Rich and Heather to meet with Jim Jorstad about the impact of this. Concerns were raised about several areas within the document including the need to be over multiple functional areas, use of the word unprecedented, and number 5 (noting the number of areas that must be met for a range assignment.) In terms of the training and the timeline, Tracy has asked to have this delayed until later in May to make it feasible.

**Negotiations** (Sami Gabriel-Local 320, Tracy Rahim-Winona, Rich Wheeler-Mankato, Heather Soleim-Moorhead)

We are meeting on April 6 to review the results of the contract and insurance surveys and then again on May 2 to finalize ideas for proposals. We will open negotiations with Management on May 19 to exchange proposals and have two sessions scheduled so far on June 14-15 and July 12-13.

**Audit Committee** (Jim Anderson-Moorhead, Heather Soleim-Moorhead, Sara Granberg- Rademacker-Mankato)

Professional audit of ASF financial records: Jim Anderson reported on a recommendation that a professional audit be done every three years, with annual review by audit committee (probably in the fall).

**ASF Constitution/Bylaws** (Tracy Rahim-Winona, Shirley Murray-Mankato, Jean Clarke-Mankato, Rich Wheeler-Mankato, Sue Bayerl-St. Cloud, Jessie Swedberg-Moorhead)

A final draft (with 2 discussion points regarding indemnification and professional liability insurance that Rich was researching) is being presented to the State Board for recommendation for ratification by the members. If the Constitution is ratified by the members, then the Bylaws will be voted on by the ASF State Board at its next meeting or if a special meeting is called and quorum is met. Many thanks to Shirley Murray for keeping careful notes and re-formatting the entire document!

Indemnification of ASF State Board:

Rich has talked with Local 320, Tracy and Sue to explore union liability insurance. We don't have cost information yet. We are covered under Local 320 for duties of fair representation, but not for things such as opposition to support of ASF legislative agenda, or shared governance issues. The recommendation is that we language in the constitution about indemnification and research options for this. This could be acted on at the spring phone meeting, yet to be scheduled.

***Motion by Janet Haak, second by Mike Sharp to research board liability insurance options and report back in one month. Motion carried. (will plan to do this prior to statewide M&C in April.)***

***Motion by R. Wheeler, second by S. Murray to hold off on looking at a bond to protect the assets of the ASF union. Motion carried.***

***Motion by S. Granberg-Rademacker, second B. Oertel to include Article Nine, Section 1, Indemnification Article in constitution, with the plan to move scope and coverage to by-laws. Motion carried.***

***Motion by S. Granberg-Rademacker, second by Maureen Acosta to recommend constitutional changes move forward for ratification by members. Motion carried.***

Time line for presentation of the amended constitution to the full membership will be researched and communicated by Nominations and Elections committee.

**Delegate Assembly Planning Committee** (Jean Clarke, Sarah Olcott, Incoming St. Cloud President??) Jean Clarke will be convening the committee to begin planning the 2017 delegate assembly, which is scheduled for Thursday, October 26 in St. Cloud.

The Board meeting will be October 27 (full day).

## ***System Committee Reports***

**Policy Council** (Barb Oertel-Winona, Jim Anderson-Moorhead, Jessie Swedberg-Moorhead)

**Academic & Student Affairs Technology Council** (Braden Kuznia-Moorhead, Dotty Hayes-Metro, Michael Penrod-St. Cloud) – No report submitted. M Penrod states he has had to miss last two meetings. (Jim Anderson will reach out to Braden.)

**Student Affairs Council** (Jay Lee-Southwest, Tracy Rahim-Winona, Kristen Jorneby-Metro, Barb Oertel-Winona as Tracy's alternate) Barb Oertel will represent the remainder of 2016-17.

The last Student Affairs Council was held during the January MSUAASF Board meeting. A report was given about the change of charge/mission of the Enrollment Management Affinity Group which is now a stand-alone group. Its intent is to build bridges between enrollment management and areas that impact students and to be a resource for everyone in the system about best practices. Paul Shepard reported on a subgroup that was meeting about non-academic student support services such as child care, transportation, food assistance, etc. There are limitations such as funding but a balance needs to be found to help students and institutions. There also are capacity issues both on campus and with community resources especially in Greater Minnesota. Reports were given about the Open Textbook Initiative and the CRM RFP process. Finally, an update was given about the expiration of online tutoring (SmartThinking) in June 2017. A vendor needs to be identified by April 30, 2017, to allow for the standard 2-month contract negotiation and signing. An RFP committee had been assembled. The next meetings are scheduled for Thursday, March 30 and Thursday, April 27. Barbara Oertel will serve as an alternate rep for Tracy Rahim for the last two meetings of the year.

**Academic Affairs Council** (Shirley Murray-Mankato, Heather Soleim-Moorhead, Greg Mellas-Metro)

Meeting held on January 30. There was discussion about the alignment problems in MnTC. This misalignment has been a longstanding problem and is an obstacle to transfer. AA Council sent request back to Transfer Oversight to identify most frequent course problems and forward these to colleges for possible adjustment. Council also sending a question about Transfer Pathway application process to the Transfer Pathway Coordinating Team.

There was discussion of new system workgroup on achieving equity in academic opportunity and achievement.

An Online Strategy workgroup is also being formed based on the campus conversations on online strategy.

The Faculty Development subgroup is active, and initiating a system-wide book group.

The Council discussed the need to revisit the Minnesota Transfer curriculum through initial talks with the University of Minnesota. The recommendation is to continue "small scale" talks until completion of the Transfer Pathways, and then jump more fully into this project.

The Council recommended that the AAS Bachelor's report be moved forward to become system procedure.

**Assessment for Course Placement Committee** (Jill Quandt-Winona, Zachary Johnson-Bemidji, Jason Westman-Mankato): No report submitted

Janet Haak brought forward the use of MCA as another option for course placement; not effective until

Fall 2018. It is part of multiple measures and procedures need to be worked out for use of these scores. There is a placement test “summit” scheduled for April.

**Enrollment Management Affinity Group** (Brian Jones-Mankato): No report submitted.

**Transfer Oversight Committee** (Julio Vargas Essex-Metro, Sarah Curtin-Winona):

**Defined Contribution Retirement Committee** (Rich Wheeler-Mankato)

The committee last met the week after our Board meeting in January and will meet again at the beginning of April. The April meeting will be the last of this fiscal year, unless something comes up.

I am on the RFP Committee for the DCR Investment Advisor Services. Currently we are in the last year of a 5 year contract with Aon Hewitt. The current contract ends on 6/30/17. We hope to conclude the process for a new 5 year contract in May, by the time of the MnSCU Board meeting. By the deadline, 5 proposals have been received. We will determine by March 29 what firms will proceed to the next stage in the process and be interviewed. The Investment Advisor works very closely with the Advisory Committee and the Investment Committee in managing the DCR plans. There are 5 of us on the RFP Committee. The ultimate decision maker will be the MnSCU Board of Trustees.

At the last meeting there was quite a bit of discussion about more transparency in terms of having DCR information on an intranet site available to all participants. For the most part, only very general information has been on the MnSCU Finance web site. Our goal is to have plan documents, reports, minutes, etc. available. We looked at beta site, which generally would serve that purpose. Our hope is that it can be rolled out in FY 2018.

As has been the case at all meetings, we had quarterly reports from Aon Hewitt and TIAA. Overall the financial performance of the funds have been at or better than expectations. There are a few funds on the watch list and once they appear on that list for 3 reports or more, there is discussion about whether or not a fund should remain an option. There is a possibility that at the next Investment Committee meeting that action will be taken on a few of the regular under performers.

There has been an increasing request for a real estate fund option in the portfolio of possible investment options. As it stands now, some of the current funds do have real estate as a part of their holdings, but not all real estate. I believe that at over the coming months a REIT fund will be added to the investment options.

Lastly, we looked closely at the DCR budget and reviewed the current fee structure that was implemented at the start of this fiscal year. The committee remains solidly committed to the fee structure where all participants pay for the administration of the program via fees, as opposed to the prior revenue sharing where only some of the funds shared revenue and therefore only some of the people really paid for the administration of the DCR program. As projected, the fees are covering the expenses and we are running a slight bit ahead in revenue and a slight behind from the projected expenses. It looks like for FY 17 the income from the fees will be about \$292,500 and the projected expenses at \$274,302.

**System Evaluation Committee** (Sarah Olcott-Winona, Mike Sharp-St. Cloud)

There were four appeals heard by the SEC committee in February. Associate Director of Athletics for Marketing and Communication position at Bemidji State, whose incumbent is Brad Folkestad, was

confirmed by the SEC as a range D. The local CEC has placed it as a D and the system office had come back with a C. A vacant Admissions Counselor position at Southwest State was confirmed by the CEC as a B range. The local CEC had recommended a C and the system office assessed at a B. There were two positions from St. Cloud State Associate Director Advising and Student Transitions position, whose incumbent is Jodie Ward, and Associate Director Advising and Student Transitions, whose incumbent is Martha Noyola. Both positions were recommended a the D range by their local CEC and the system office had assessed them both at C. The SEC committee confirmed them both at a C range.

Nomination of Gretchen Huwe from St. Cloud; Mike and Jim will follow-up with her regarding willingness to serve; they will report back to the Board during the next week.

**Charting the Future Coordinating Committee** (Jim Anderson-Moorhead, Tracy Rahim-Winona)

We met on February 2nd. A large part of the meeting we held discussed the FY 17 work plan and how we are making progress. We also had updates on Comprehensive Workplace Solutions and Credit for Prior Learning initiatives. The committee is realizing that our work as a committee is quickly coming to an end as our last meeting is scheduled for May 25<sup>th</sup>. If you would like to stay up to date on the progress of Charting the Future please check out the web site: <http://www.chartingthefuturemnsu.com/>.

**Transfer Pathways Coordinating Committee** (Shirley Murray-Mankato, Jolene Richardson-Moorhead, Ashley Schafer-St. Cloud)

Most of the Fall pathways have now been approved. Two of the spring pathways (Addiction Studies and Health and Physical Education) have been suspended because results of the teams' work have revealed reasons that a 60+ 60 pathways is either not possible (HPE-due to complications with MnTC and Board of Teaching requirements) or not in the best interest of students due to the structure of programs and professional options within the field (Addiction Studies). Members serving on suspended pathways are to receive prorated stipends according to Lynda Milne.

No formal action has taken place on delaying implementation of Fall and Spring pathways, but it seems inevitable that this will occur due to the time it is taking to address implementation concerns being brought forward both by the teams and the campuses. It is expected that the four pilot pathways (Biology, Theater, Psychology, Business) will launch at the community colleges this fall.

Two of our ASF representatives (from St. Cloud and Moorhead) have yet to receive their stipends from spring 2016, which is a growing concern since all others received these back in December.

**Professional Excellence Award Committee** (Barb Oertel-Winona, Sara Granberg-Rademacker-Mankato)

The committee met for the first time over a WebEx conversation on February 2. At that point, the details of the committee's work was discussed (including the rubric for evaluating portfolios, the timeline, the D2L module, etc.).

The committee reviewed portfolios from all the universities, and met on March 1 to review the completed rubrics and discuss the candidates. After much reflection and conversation, the committee selected the 2017 recipient of this award. The banquet is April 19.

Jay reported that SWSU will be offering a \$1000 stipend to the university nominee. Other universities are also advocating for this.



## **Developmental Education Workgroup (Baorong Li-Metro)**

On March 13, Baorong Li sent out a draft of the developmental education workgroup's strategic roadmap for Minnesota State. It is currently out for review and comment from constituencies.

## ***Old Business***

### ***Academic and Administrative Exemptions***

First, there has been no communication from system office prohibiting teaching or coaching by ASF members, but they are not using the Academic and Administrative Exemption, per Derek Hughes. Two members from Metro have brought this forward to IFO and Teamsters because these members were unhappy with messages from Tracy and Rich regarding the issue. Tracy talked to a representative from IFO, and IFO is disputing the Administrative Academic Exemption not being used by MN State. There are two distinct issues: 1) Metro State has decided not to allow non-exempt ASF members to teach any more (this is a local campus issue. 2) The other issue is about the Academic and Administrative Exemption, and why that MN State is choosing not to use it. There was discussion about whether it is clear that advocating for the use of the exemption is clearly a benefit to our members as a whole. There is also lack of clarity about what our members are "owed" for adjunct; we could press for this clarity on how ASF members are being paid for teaching. We want to emphasize the value of our members (both non-exempt and exempt) to teach. We want to ask for MN State to explain their position on not using the Academic and Administrative Exemption.

### **Exemption status reviews & salary range assignment reviews**

Sara Granberg-Rademacker noted concerns with exemption-status reviews and range reviews. Appeals regarding non-exempt status get considered by MMB; Mark Carlson coordinates. There are many inconsistencies in messages about appeals and the way the duties tests are being done. Timelines and implications are concerning. Whenever a range review is done, the new duties test is done. Sarah Olcott suggested that ASF priority has to be range reviews, not exemption status reviews (so range reviews not get held up.) Many campus exempt-status recommendations are being overturned at MN State system office. We don't know what the "end game" is for these reversals. We want to know if the system has looked at the patterns. We could ask for a regular report from July 1, 2016 to present (and ongoing) of range reviews from CEC to SEC, duties tests, positions leaving the unit. We want to also know the criteria being used in the exemption process determination.

Other issues include the use of comp time versus overtime, and on-duty, on-call issues will be significant if these positions go non-exempt.

There are also training issues involved in how to most effectively do the review documentation. This is a need for campus HR and our employees. There needs to be a clear checklist (perhaps with the new matrix system?)

The reality of these changes happening in constellation is extremely concerning. Tracy noted that this will be talked about with the interim Chancellor designee, and there is a pending meeting with Jim Jorstad as well. The Board will be kept informed and the issue will be on the April M&C agenda.

## ***New Business***

### **Recognition**

We recognize with gratitude our two Board retirees, Mike Sharp and Barb Oertel. Their contributions to ASF members throughout the state over the years has been significant and appreciated.

### **Penny Scholarship donation to Students United**

***Motion by Jim Anderson, second by Mike Sharp moved to authorize up to \$500 for support four ASF members to participate in the Penny Scholarship Golf tournament (June 22 at Red Wing)***

### ***Campus Reports/President's Round Table***

#### **Topics/issues on campuses needing consultation with other campus presidents**

Potential personnel reduction at some campuses; Rich will send process, steps and resource documents. Rich warned not to waive steps in process of layoff. Question raised about whether that document could be an appendix in contract; Rich will follow-up on this. Mike also has recommended to management to consult about alternatives to layoff. SCSU also has a fixed term extension to three years request that will be coming forward.

At Moorhead, the need to discuss potential reorganizations at M&C is an issue that is being addressed. There are concerns about people learning potential changes in the M&C minutes, but we want to be open and clear on what is being shared with members.

Fixed term extension may also be coming from Moorhead; this is based on how seniority is being counted.

St. Cloud also had a problem with PDF distribution and getting the correct list of those eligible. Others shared their processes, which vary considerably.

*Meeting Adjourned at 12:00 p.m.*

### **State Meet & Confer Agenda Items (Friday, April 21, 9:30-12pm)**

- *Respectful Work Environment Training Videos & Plan*
- *Impact of new Matrix & Process for Range Determinations; concerns*
- *Inconsistencies and Concerns with Exempt Status Determinations and Range Reviews*
- *Legislative Update*
- *Transfer Pathways, Dev. Ed, Online Strategies, Business and Industry – how will these work into the overall system work plan*
- *Update on HR TSM's – 4-year expertise of employees; is July 1 the start date; anticipated changes?*
- *ISRS contingency plan if funding does not come through*
- *Recognition of Chancellor Rosenstone*

## **Future Meeting Dates:**

- **MSUAASF State Board Meetings**
  - July 27-28, 2017 (St. Cloud)
- **State Meet & Confer (9:30-12pm in St. Paul)**
  - April 21, 2017
- **Board of Trustees**
  - April 18-19, 2017 (Professional Excellence Award Luncheon)
  - May 16-17, 2017
  - June 20-21, 2017

## ***Campus Reports***

### **Minnesota State University – Mankato**

\* Looking the 2017-18 academic year, MSU is down first-year students and up in transfer. Our international student numbers continue to be strong.

\* Most of our upper-administrative positions are filled. We have an interim dean in the College of Social & Behavioral Sciences.

\* We are nearing the end of work being done on a General Fund Strategic Budget process, which is meant to help determine whether programs (both academic and non-academic) should be subject to investment, maintenance or reduction. The plan is to implement this process in the fall.

\* Seven Strategic Direction task forces are also nearing the end of their work – to determine the strategic plan for the university through 2021.

\* Local ASF leadership continues to work with Human Resources staff to try and make sense of the changes to members' exemption status. Some unanticipated changes were made during range reassignment processes. We are addressing these with Human Resources, in effort to make future exception status changes smoother.

### **Winona State University**

WSU still has two administrative search for VP of Distance Learning and Summer and a VP for Facilities. We have two E level directors positions that are also currently being searched; Director of Admissions and the Director of the Warrior Success Center.

WSU enrollment numbers for fall are down.

Locally ASF is trying to insight change in our space allocation process or lack of a process. With the prospect of new buildings coming online and the exodus from buildings that are being renovated there has been a lot of movement, but there is seemingly no process as to who decides that movement. Many offices are told to find their own space, which does not help our University reach its goals. We have reached out to other bargaining unit about this, but no one else seems to be concerned about the lack of process. We are also revamping our SIA timeline and application to more fully accommodate our members.

### **Metropolitan State University**

Spring 2017 enrollment: Credits Sold increased around 1.4% over previous year and FYE for FY17 is around 6188 which is an increase over 1% from prior year.

We have filled at least four MSUAASF positions that had been on hold previously. The positions include interim Veterans Center coordinator, LGBTQ/Women's coordinator, Health Care & Wellness coordinator (new) and Assistant Director & Hispanic Liaison.

As of March 23, we have 111 members - 103 are full members.

MSUAASF leadership is working with our HR staff to address the concerns about the FLSA duties tests being done. Many members are very anxious about this test. Also we have several members who are also community faculty members who have been impacted by the FLSA changes. Some have lost their community teaching positions.

Metropolitan State University had its Higher Education Learning visit for accreditation. Think we did fine – will receive the results later in the month.

The search for our new Chief Advancement Officer (offer made), new Provost and Dean of Sciences are in process. We expect the new CAO to be on board in May, and the Provost and Dean of Sciences to be on board July 1.

The University is hosting two major inaugural events for our new president, Ginny Arthur: President's Inaugural Dinner (April 6) and Formal Inauguration Event (April 7).