**ASF State Board Meeting Summary**April 2-3, 2018; St. Cloud State University Welcome Center

**PRESENT:** Tracy Rahim, Sue Bayerl, Jim Anderson, Shirley Murray, Rich Wheeler, Joe Hazelton (4/2/18), Margie Giauque, Janet Haak, Sue Fust, Brenda Zamlen, Jessie Swedberg, Sara Granberg-Rademacker, Sarah Olcott (by phone), Zak Johnson, Sami Gabriel, Tim Alcorn, Heather Soleim  
  
*Meeting was called to order and agenda approved.*

***Teamsters Local 320 Update*** (Sami Gabriel)  
Membership drive is continuing but no one from ASF is participating as a drive volunteer. Two people from Local 320 are contacting fair share people.   
Three FLSA seminars have occurred. Others are scheduled for May 2, 3 and some are still pending. Dori Leland is conducting these and it is becoming clear that most ASF positions will be going non-exempt (perhaps 60-70%). We are asked to encourage managers to attend these training. Campus associations are encouraged to ask for updates on this regularly. Members cannot be expected to switch work schedules every week.

Local 320 has monthly meetings in St. Paul and May 8 is big meeting in St. Paul. June 12, Local 320 will be going to Moorhead; Tuesday, July 10 the meeting will be at Mankato and on Aug. 14 the meeting will be in Duluth. Sunday Aug. 12 will be the picnic at Como Park. If any members are DFL or Republican state delegates, there is a stipend from local 320 available. Rich reviewed the campus Twins tickets to be drawn at each campus.

***Officer/Board Position Reports***

**Membership** (Jessie Swedberg-Moorhead)  
I was able to touch base with Jean and talk about the Membership Chair position with her—she had a few minutes to walk me through the website, which I am still learning.  Braden Kuznia (MSU Moorhead) has sent me some tutorials for the website—I am hoping that will help me get acclimated so I can start updating and posting information!  Braden has also said to ask if I need any assistance.  I am planning to reach out to the membership reps on each campus  in the next couple of weeks to introduce myself and find out what they are hearing on the campuses and find out if they have any suggestions or comments for me to review.

**Secretary** (Shirley Murray-Mankato): Sent as a separate document.  
Without objection, meeting minutes were approved.   
Sue Bayerl has agreed to take minutes at the April 20 Meet and Confer in Shirley’s absence.

**Treasurer** (Sue Bayerl-St. Cloud)  
1. Account Balance as of 01/25/2018: $49,810.48   
Account Balance as of 03/30/2018: $51,112.55

2. Business Savings Account Balance 01/25/2018: $ 7,003.78   
Business Savings Account Balance 03/30/2018: $ 7,035.63

3. Business Checking Account Balance 01/25/2018: $42,806.70   
Business Checking Account Balance 03/30/2018: $44,076.92

4. Campus Maintenance   
a. Bemidji: $676   
b. MSU-Mankato: $1,852   
c. Metro: $1,360   
d. MSU-Moorhead: $856   
e. Southwest: $844   
f. St. Cloud: $1,552   
g. Winona: $1,480

Without objection the treasurer’s report was approved.

**Grievance Officer** (Rich Wheeler-Mankato)  
There have been layoffs announced at SWSU and planned at St. Cloud; keep a pulse on what’s going on at your campus to have time for meaningful discussion and response.

The supervision parameters for ASF members is still not well-communicated to campuses. Even though there is agreement at the system office, there is nothing put into writing. This may need to be addressed again after negotiations.

FLSA – it is really important that people attend the informational meetings that are scheduled. The reviews may still linger on until December, and acceptance of changes will take longer.

DCR/IRAP Issue – The pension bill is moving forward. We keep pushing to correct TRA which means more state money going into these programs, but no more money is going into IRAP. We need to work with the legislative committee on this (it will mean 8% state contribution for TRA, and 5% for IRAP).

Nellie Stone Johnson dinner was excellent. If we don’t have our ASF meeting at that time, we probably should purchase fewer seats at this event.

Dental benefits in this contract will be effective January 1, 2019. There are some other aspects of the health benefits that will be effective as of May 1; check with MMB. Here is the link:   [https://mn.gov/mmb/segip/news-and-updates.jsp?id=333904](https://na01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fmn.gov%2Fmmb%2Fsegip%2Fnews-and-updates.jsp%3Fid%3D333904&data=02%7C01%7Cshirley.murray%40mnsu.edu%7C7229f3f82bc64e13d22e08d598d21460%7C0c0d13782eaf49c7afa98b40189a1b5c%7C0%7C0%7C636582950416825032&sdata=BJpz93eTTwJBoz38tizfNOVBlqnMrAghwNbUc4YT0qA%3D&reserved=0)

**Vice President** (Zak Johnson-Bemidji)

Things have been pretty quiet with state-wide committees at the moment. There is one Ad hoc committee we are working on filling an ASF seat, the Accessibility Committee. I facilitated three dues presentations. The first was at BSU then St. Cloud and last was at Moorhead. It was great being part of St. Cloud’s and Moorhead’s membership meetings. The presentations went well and want to thank both St. Cloud and Moorhead’s ASF members for allowing me to take time during their membership meetings. Overall, I felt that the information was well received and appreciated by members.

**President** (Tracy Rahim-Winona)   
ASF now has a table top display and table cloth/runner for use at any ASF or union functions. Please contact Tracy. The goal was to describe the types of departments that fall within ASF while also trying to incorporate parts of our mission statement.

Board members who attended the March 7 meeting with the Chancellor and Senior Vice Chancellor Ron Anderson described their impressions of the meeting that was to focus on student success metrics. While it was good to have face time with both of them, the conversation quickly got off topic. Tracy will have a sidebar conversation with VC Anderson before the next session to determine purpose and goals and to set an agenda that will hopefully be more closely followed.

Tracy had a phone call with the Chancellor last week to discuss concerns about communication and consultation on some of our campuses facing significant budget issues. The Chancellor agreed that with new Presidents coming on board (or who have recently been hired), there could be further attention given to cultivating and maintaining relationships with the campus bargaining unit presidents that could hopefully address some of the communication gaps. What some university presidents may feel is abundant communication and consultation is not coming across that way. With layoffs, eliminations and reductions coming this Spring on many campuses, there needs to be a renewed sense of trust established. The Chancellor was very receptive to the conversation and ideas proposed.

Tracy travelled to Metro, Mankato and Southwest and presented in Winona in March regarding the dues surcharge proposal while Zak Johnson went to Moorhead, St. Cloud and Bemidji.

***MSUAASF Committee Reports***

**Negotiations** (Sami Gabriel-Local 320, Rich Wheeler-Mankato, Tracy Rahim-Winona, Heather Soleim-Moorhead, Janet Haak-Moorhead)  
Negotiations Team will be meeting next Monday and Tuesday. There will be a phone call on April 3 to plan the Negotiations session. There are some concerns regarding FLSA (which management wants to cost out and this is very unfair). IFO and MSCF have similar settlements and the expectation is that ASF should have that as well. There will be in-person balloting after the tentative settlement is reached (this will facilitate an expedited process so the contract can get through the legislative process.) Joe Hazelton requested that a summary of changes be sent to all members; this will be done as per our constitution.

**Legislative** (Janet Haak-Moorhead)  
Lobby Day invitations, legislative update sign-ups, and ASF’s legislative goals were sent to campus legislative representatives in February and reminders sent in March.  Our low turnout is a point of discussion moving forward.  We should consider implementing a scheduled series of action alerts starting in the fall in order to keep membership involved with legislative affairs on a regular basis, in case Lobby Day seems remote or not useful to them.

We need to follow up not only on our contract negotiations but on the “poison pill” bills that are currently active in St. Paul.  Tracy sent out an action alert on the 27th, so we will follow up on that next week as we continue to track the bills.

**Nominations & Elections** (Rich Wheeler-Mankato, Sarah Olcott-Winona, Heather Soleim-Moorhead)

The Committee conducted the 2018 officer election and dues surcharge referendum in March.  The ballots were counted prior to the Board meeting on 4/2/18 and considered for certification by the Board at their meeting on 4/2/18.

189 ballots were returned. Return rate was about 25%. The results were the following:  
Tracy Rahim, President  
Zachary Johnson, Vice President  
Shirley Murray, Secretary  
Lori Wynia, Treasurer

Dues Surcharge Referendum: 107 Yes; 68 No

*Rich Wheeler, on behalf of the committee, moved to certify and approve the election results. Motion carried.*

The Committee will now turn its focus to the contract ratification election.  It is hoped that MSUAASF will reach a settlement with Minnesota State at the next negotiations meeting on April 9-10.

**Audit Committee** (Zak Johnson-Bemidji, Jim Anderson-Moorhead, Sue Fust-Metro, Joe Hazelton-Moorhead, Sue Bayerl-St. Cloud)  
No report at this time.

***Layoff and Personnel Reductions Information Review***A handout was provided to define terms and contract provisions about layoff and personnel reductions. Rich reviewed this material with the Board. The importance of asking questions about budget at each M&C was stressed, along with making sure the seniority roster is correct. We need to stay current on the language of personnel reduction and layoff.

***SYSTEM COMMITTEE REPORTS***

**Policy Council** (Jim Anderson-Moorhead, Jessie Swedberg-Moorhead, Sara Granberg-Rademacker-Mankato)  
During our March 22 meeting, the Policy Council focused our entire meeting on the particulars of the System’s Credit for Prior Learning (CPL) policy (3.35) and three related procedures – specifically revolving around external assessment (3.35.1), internal assessment (3.35.2), and military courses and occupations (3.35.3). The System has intentionally decided to include CPL credit as resident credit. This policy and related procedures will be out for 30-day review shortly.  
  
**Academic & Student Affairs Technology Council** (Sue Bayerl-St. Cloud, Dotty Hayes-Metro, Ken Graetz-Winona)  
Notes from 2/14/18 meeting:  
1. Pre-Business case has been created to create a flag on the online course schedule which would display which courses/instructors are using Open Educational Resource (OER) materials. Case was approved and discussion will be forthcoming to determine workload and priority within IT for possible implementation in Spring 2020. Additional discussion about how to help faculty learn more about using OER materials.

2. Approved budget with recommendation that campuses fund products like Softchalk and Respondus after FY2020.

3. Discussed having a standard format for reporting committee activities to the Technology Council with clear recommendations and with a list of committee members who attend these committee meetings.

4. Shark Tank innovation funding – Individuals have been contacted to evaluate these proposals. Sue Bayerl represented ASF as an evaluator on one of the tiers.

5. Accessibility Committee – Membership will be sought through the bargaining units

6. June 2018 – Move to D2L’s cloud hosted environment

**Student Affairs Council** (Tracy Rahim-Winona, Kristin Jorenby-Metro, Margie Giaque-Bemidji)  
The system wide student affairs council receives numerous ongoing updates on several areas impacting the student affairs arena including but not limited to:   
· CRM RFP process   
· ISRS Next Generation   
· Policy updates   
CRM update – Michael Olesen   
Hobson Master contract ends June 2019. Committee formed in December 2017 to do RFP’s for new vendors. Twenty one member committee. Core functions for Recruitment, Retention and Communication. Integration Hub will be part of this.

ISRS NextGen update – Brent Glass   
Sent to Leadership Council and all bargaining units. Will be doing training around the state in April in four regions on April 11. Two sessions…morning training for Employees and afternoon for students. Regions: North- Bemidji; West- Anoka Technical College; Quarry Center, Waite Park (system office participants only);East- Dakota Technical College; South- South Central College, North Mankato Campus

Orientation/first year advising ad-hoc committee update – Paul Shepherd   
Met twice so far. Third meeting next week. Sarah and Jesse are on the committee. What constitutes Orientation…four things; registration, orientation programming, extended orientation and welcome programs.

MN Reconnect - Paul Shepherd   
Pilot program to reenroll adult students, ages 25-44, into two year or technical college to complete their first education goals.

Current goals and actions of the Council for FY ’18 are:   
1) Support campus efforts to improve student success and eliminate the opportunity gap by identifying and sharing best practices in orientation and first-semester advising strategies to foster student success.

A) Review and update Personal Empowerment Through Self-Awareness-Sexual Violence Training Program   
B) Develop and share an interactive bystander intervention education program   
C) Identify and share best practices on how to increase FAFSA completion by incoming students   
D) Develop orientation best practices for implementation and assessment   
E) Develop first-semester advising best practices for implementation and assessment   
F) Host an advising summit focused on program assessment (St. Cloud in June)

**Academic Affairs Council** (Shirley Murray-Mankato, Heather Soleim-Moorhead, Angie Witte-St. Cloud)  
Council met on January 29. Updates were provided on a number of initiatives, including Credit for Prior Learning and the proposed process and program evaluation plans for Transfer Pathways. Additionally, the Development Education Strategic Roadmap was shared. The Council sent forward a recommendation to SVC Ron Anderson to improve aid and support of grant work throughout the system, including grant mining/identification and capacity building.

The Council also discussed concerns related to ASA Connect and the switch using this instead of the regular website for internal communications. Members were asked to make a list of access that is needed which is less available now so we can address this with the web advisory team.

The Council also met on March 19. The focus of this meeting was on Closing the Opportunity Gap. Reports were given that both the new Academic Equity Committee and Global Education Committee have been launched and had their first meetings. There was extensive discussion of the Transfer Oversight committee’s request to form a group revisiting the definition of “What is general education?” They are getting several requests for approval of courses that fall outside of the definition, or definitions are being interpreted differently. In the end, the question was referred back to the Transfer Oversight for more clarity of the scope this group would have.

There was also extensive discussion of Developmental Ed. and the new requirements high school teachers who teach college-level courses. Regarding Twin Cities baccalaureate, the question was raised about how the currently proposed model addresses the equity issue. Finally, Transfer Pathways continuation plan, including the newly proposed governance structure and evaluation plan were presented again for feedback.

**Assessment for Course Placement Committee** (Jill Quandt-Winona, Zachary Johnson-Bemidji, Jason Westman-Mankato)  
Next Generation Accuplacer Transition   
All schools need to move to new exam in Jan. ‘19. Metro and St. Cloud are among a group of early adopters who will start in fall.

Each campus needs to be setting their campus-level course placement scores. Timeline was November through March. These scores will be collected onto a ASA intranet that testing directors can see. All of these updated score and prerequisite changes will need to be uploaded into course registration information. Schools can submit IT Helpdesk ticket for support with this.

The committee discussed how to address some concerns that are being brought from testing directors and math faculty about the new version of Accuplacer. Some of the concerns seemed due to a lack of communication about what has already been done. The system has pushed this info. to campuses, but some administrators have been terrible about sharing it with stakeholders. The system acknowledges that no test will be perfect and that is why there is so much effort being made to move to multiple measures. College Board also needs to be held accountable to hold up their end of the bargain.  Our contract with Accuplacer lasts 3 more years. It may make sense to start the RFP soon.

Other Topics   
The committee finalized suggested amendments to Procedure 3.3.1 so it should go through the shared governance process soon with the plan to be in place for Fall 2018, but it will need to be revised again very soon as the system-wide multiple measures process is developed and put in place by 2020. The committee is discussing what other measures beyond ACT, SAT, MCA, or Accuplacer would be included such as high school GPA, performance in high school math, reading and writing courses and non-cognitive measures such as LASSI scores).

**Transfer Oversight Committee** (Julio Vargas Essex-Metro, Sarah Curtin-Winona)  
No report received.

**Faculty Development Committee** (Ginny Walters-Mankato)  
No report received

**Defined Contribution Retirement Committee** (Rich Wheeler-Mankato)  
The DCR Committee had its winter meeting on 2/1/18.  The committee meets 3 times during the academic year (Fall, Winter and Spring).  Unless necessary, we do not meet during the summer.  The next meeting is set for April 26, 2018.  I will report on that meeting at our Summer Board meeting in July.

The Committee did the normal review of the performance of the investment fund options.  The last quarter was very strong performers for most funds.  The exception continued to be the TIAA Real Estate option that has been on the watch list.  At this point it is the only real estate option for members.  We all agreed that it is hard to benchmark.  The Advisory Committee accepted the recommendation of AON to keep the option and to keep the buy rating.  The Investment Committee continues to agree.  There are members who really want the real estate investment option.

Vanguard Social Index fund will be added as an option in the near future.  This is a social choice option that has more equities than the TIAA Social Choice Fund.  This will be added as soon as possible in 2018.

Fees were reviewed and there was a study done to look at our plan fees.  The result was that our fees are good compared to peers.

As we have been doing at recent meetings, there was discussion about participant education and retirement readiness.  TIAA has a lot of participant education and advice options and all could be better utilized.  That will be a focus of the next meeting.

As required, fiduciary responsibilities of committee members were also reviewed.

Lastly the Minnesota State fee account is regularly reviewed and is on track.  There is no reason that we see for any adjustments in the near future.

**System Evaluation Committee** (Sarah Olcott-Winona, Gretchen Huwe-St. Cloud)  
SEC meeting was conducted on March 13.  In January I reported that the SEC was scheduling the meetings monthly.  However, at this last meeting it was like the discussion never happened. All members from MinnState thought this was now unnecessary due to the low number of appeals that the committee hears.  We will have a new administrator from Metro on the committee, Darryl Johnson. We heard four appeals at our March meeting:

Minnesota State University Bemidji Appeal:  Advising and Accommodations Coordinator, appealed B range, was verified a C by the committee.

Minnesota State University Bemidji Appeal:  Associate Director of Transfer Enrollment:  appealed C range, was verified D range.

Minnesota State University Bemidji Appeal:  Director of Manufacturing Education Programs.  Appealed C range, verified D ( was asking for E)

Minnesota State University Bemidji Appeal: Director of Outreach and Manufacturing Promotion Programs:  Appealed range C, verified range D ( was asking for E)

The next meeting will be May 8

**Transfer Pathways Coordinating Committee** (Shirley Murray-Mankato, Jolene Richardson-Moorhead, Ashley Schafer-St. Cloud)  
The TPCT has been meeting monthly to address issues that arise in the pilots and in the pathways that are being prepared for implementation in Phase II and III.  Additionally, much discussion has occurred around how these pathways will be codified and accepted from the community colleges to the universities.  A summit occurred on March 22 to consider the best model(s) for this.  There were two approaches that continued to be considered at the conclusion of that meeting: 1) working toward equivalencies through a mapping process and 2) focusing on a package transfer through use of a revised DARS report. At the March 29 meeting, Universities were asked to just focus on creating one map/guide per program area (not per receiving institution) for transfer pathways they will be receiving.

Discussions still continue around how to market the pathways at Minnesota State and College/University levels. What support will come from Minnesota State for marketing and communication of the Pathways. A new Marketing Team will be charged with the majority of this work during fall semester. Calls will be going on out for representatives.   
We also continue to have feedback discussions about the Transfer Pathway website that Minnesota State has created.

A plan for incorporating transfer pathways management into a new Transfer Governance structure is being worked on and feedback is being received from various bodies.  ASF will be asked to appoint representatives for this new governing body. An evaluation plan is also being developed to track the use and effectiveness of the pathways.  At present, the TPCT is scheduled to sunset its work at the end of spring 2018.

**Professional Excellence Award Committee** (Sarah Olcott-Winona, Sara Granberg-Rademacker-Mankato, Sue Fust-Metro)  
We reviewed applications from 6 nominees (all universities except Minnesota State University, Mankato) using a previously developed rubric. We met virtually on Weds., February 21 to review and discuss our recommendations. The finalist the committee recommended was approved by the System. All six nominees will be honored at the Professional Excellence in Service Faculty Award luncheon on Weds., April 18.

**Developmental Education Work Group** (Baorong Li-Metro)

On February  6, I attended a MN State Developmental Education work group meeting.

Mn State already presented by Vice Chancellor, Ron Anderson to the State legislature. The Development Education Strategic Roadmap is final.

A Roadmap Implementation Plan was distributed.  This will be a complicated process, and should have all stake holders on board on each campus and at the system level.

A task force group is suggested at the campus level to start the process.  An administrator, a faculty or start should be leading the task force and coordinating between campus and the State system office.  But, most agreed that the leading person should be able to get all offices involved starting working on their part and check the progress across the campus.

**Media Management/Web Conferencing Committee** (Chad Kjorlien-Winona)  
No report received.

**Orientation/First Year Advising Ad Hoc Committee** (Heather Dieterman-Winona, Danielle Smith-Bemidji)  
No report received.

**Global Education Committee** (Janet Haak-Moorhead, Sally Pinkston-Metro)  
The Global Education Committee has met twice, on February 12 and March 30.  The group reviewed its charge and is starting to work on priorities that will be useful system-wide.  Janet Haak was elected to chair the group through June 2019.

**Vice Chancellor for Human Resources Search Committee** (Zak Johnson-St. Cloud)  
The search was suspended and plan to resume it in June.

**Associate Vice Chancellor for Academic Affairs Search Committee** (Heather Soleim-Moorhead)  
This committee is reviewing applicants and interviews set for April 23-24, 2018.

***OLD BUSINESS***

**Liability Insurance for MSUAASF State Board** (Rich Wheeler)  
No official information to share on this; the cost is probably around $1500, but we need more details before acting on this. Rich will work with Sue on the forms so we can move forward on this.

**FLSA & Trainings**Covered previously - it is important that people attend the informational meetings that are scheduled.

Please see Teamsters Local 320 Update on pg. 1

**Supervisory functions language for position descriptions**Jim Jorstad has asked for us to hold on this language. He wants us to just go by the MMB supervisory functions. Tracy has communicated that ASF can do up to 5 of the 10 and these supervisory functions and these need to be described for PD’s, etc.; HR interpretations of this vary greatly. This will be taken up again after negotiations are completed.

**ISRS NextGen**: Discussion w/Melinda Clark & April 11 meetings  
A call for nominations has been sent for the project teams. The next big milestone will be the experience workshops on April 11th. This will result in vision statements/strategic directions for the future state. Then project teams will begin working (18 teams). The members of the teams will define their areas in “current state” and (by fall) look at “future state.” That output becomes part of RFP for the future solution for ISRS. There will be opportunities for additional input (regional reviews) on the work of the teams. Two ways to participate:  
1. Serve on a team  
2. Participate in the regional reviews

***NEW BUSINESS***

**Legislative Committee Chair Appointment** (Executive Session)  
Janet Haak has expressed interest in continuing in this role. Board members expressed appreciation for the increased communication and legislative agenda. More communication and coordination with Local 320 (Gus) would be helpful (perhaps weekly communication during the session).   
*Motion by Shirley Murray, second by Sara Granberg-Rademacker that we gratefully accept Janet’s willingness to continue in this role for the coming term. Motion carried (Joe Hazelton also voted affirmatively in his absence.)*

**Accessibility Ad Hoc Committee appointment** (Zak Johnson)  
Two members have expressed willingness to serve in this role.   
*A vote was taken and Kristin Jorneby was appointed as our official representative to this committee.* Andria Belisle’s name will be forwarded as another potential subject matter expert.

**Local 320 representatives visiting fair share people**Two reps from local 320 (Brett & Nasser) visited to talk about their approach with fair share people. They are in St. Cloud today (4/3/18) to visit with people. Brenda Zamlen briefed them on some issues they may encounter on the St. Cloud campus and other Board members shared questions and ideas.

**FY19 State Board Meetings & Meet & Confer dates**Meet & Confer: September 28, November 30, Feb. 1, April 12  
State Board: Doodle poll will go out regarding summer; possibly week of July 30 or Aug. 6; October 25-26; Winter, Spring - pending

Yearly Steward Seminar: Saturday, October 13

**FY19 Budget** (Sue Bayerl)  
Sue presented a proposed budget for FY 19 for the Board’s consideration. The Board has already decided on some reductions for the coming year and we will have the increased surcharge, but there are many unknowns so budgeting will remain very conservative. The final budget will be presented at the July meeting.  
 **Preparation for Campus Voting on Contract**2-hour time slots were determined for each campus on Thursday or Friday, April 12 & 13 for potential voting on the contract.

*Rich Wheeler, on behalf of the Nomination’s Committee, moved to suspend the language regarding  
absentee balloting in bylaws for the 2017-19 contract voting. Motion carried.*

**Discussion of ASF dues/surcharge***Zak Johnson moved, second by Janet Haak to accept the outcome of the vote to raise the dues surcharge to $2.89 per pay period beginning the first pay period in FY 19. Motion carried.*

Rich will send out an official communication about the results of the election.

**St. Cloud host for meetings**Sue Bayerl is willing to continue to assist with reservations of room, technology, snacks, dinner reservations when we meet in St. Cloud. The hotel should be done by new treasurer. We are very grateful for Sue’s willingness to be in this role.

**Campus Reports/President’s Round Table**Consultation was conducted on a few campus issues. Campus presidents are asked to submit their updates prior to each Board meeting.

**Potential State Meet & Confer Agenda Items (Friday, April 20, 9:30-12pm)**Placement Assistance for those being laid off (if not resolved with Jim Jorstad)  
Current Layoff list (if not resolved with Jim Jorstad)

Update and Time line for new Transfer Governance Process  
  
Position Determinations – not getting rationale for determinations for appeals

Matrix and Position Descriptions

Legislative Updates

Electronic Participation in Meetings

**Future Meeting Dates:**

* **MSUAASF State Board Meetings:** Poll will go out regarding summer meeting; Oct. 25-26 for fall meeting.
* **State Meet & Confer (9:30-12pm in St. Paul)**
  + April 20, 2018 (Sue Bayerl has agreed to take notes)
* **Board of Trustees**
  + April 17-18, 2018 (Professional Excellence Award Luncheon)
  + May 15-16, 2018
  + June 19-20, 2018

Minutes respectfully submitted by:

Shirley Murray, ASF State Secretary

**CAMPUS REPORTS**

**MINNESOTA STATE UNIVERSITY – MANKATO**

Our preliminary intent-to-enroll numbers look strong, even though our application and admission numbers are slightly below last year’s. Our graduate application numbers are significantly increased compared to last year, though that may be due to a new, potentially more efficient application processing process.

Candidates for the Dean of the College of Social & Behavioral Sciences came through in late March, and early April. An interim Associate VP for Research and Graduate Education position was filled internally. The Dean of Global Education was filled as a result of that individual being appointed to the VP position.

Local MSUAASF has spent time updating our constitution, to bring it in line with the state constitution, and provide a new structure that will hopefully allow for more continuity and mentorship in key MSUAASF roles.

**BEMIDJI STATE**

Changes since January 2018   
1) ASF Position updates   
Recently filled positions:   
 Transfer Specialist   
 Assistant Director of American Indian Resource Center   
 Registrar   
 Coordinator of Diversity, Equity and Inclusion

New Positions and/or Currently Searching:   
 Coordinator of Disability and Advising –reposted due to successful appeal   
 Academic Coordinator Position Upward Bound-first search failed   
 Admissions Coordinator

360-two positions:   
 Director of Manufacturing Education Programs   
 Director of Outreach and Manufacturing Promotion Programs   
 Director of Transfer Enrollment-upgraded to D (no search)

SEC-four successful appeals

2) Enrollment-Two successful Registration Days so far on-campus   
New student enrollment projections steady for next year with 800 freshmen and 250 transfer

3) Campus updates

· College Reorganization with name changes to:   
 College of Education, Humanities and the Arts   
 College of Business, Science and Mathematics   
 College of Individual and Community Health

4) Administrative Searches/Changes   
 Dean of Business, Science and Mathematics   
 Dean of Individual and Community Health   
 Associate VP of Student Life and Success-upgraded from Dean of Students   
 Director of Logistics and Contract Position---not filling

· CIO-not filling will be done by VP of Finance

**WINONA STATE**WSU had an all-union event on Monday, February 26 to bring attention to the Janus case. WSU has hired a new AVP for facilities services.  ASF faired well in recent reduction at WSU.  There was one retirement that was not rehired and one position where funding was switched.  There are no layoffs at WSU. FLSA training from Minn State on May 9th. Local elections are slated for the end of April.

**MINNESOTA STATE MOORHEAD**

Latest enrollment figures are trending upward ever so slightly for MSUM.  We continue to see most of our growth in Graduate Studies enrollment.

Currently in the process of searching two administrator level positions – Dean of Students and Associate Vice President of Student Success.   Also, we are currently searching a Director of Accessibility Resources, Director of the Office of Diversity and Inclusion, Associate Director of Student Life and the Director of the Academic Support Center.

The budget continues to be an active discussion on our campus and MSUAASF has been receiving regular updates.