

ASF State Board Meeting

January 24, 2020 — 8am-4:30pm

SCSU Welcome Center-Room 121

Present: Tracy Rahim, Bonner Karger, Mel Iverson, Tyler Treptow-Bowman, Lori Wynia, Kristy Modrow, Zak Johnson, Jill Quandt, Troy Schmidt, Josh Lease, Shirley Murray, Sami Gabriel, Kate Southwick

Call to Order at 8:02 a.m.

Approval of Agenda

Officer/Board Position Reports

Secretary (Shirley Murray-Mankato)

Fall Board meetings and M&C minutes were approved at monthly Zoom meetings. Meeting minute approval (Jan. 13 Zoom Meeting). ***Zak Johnson moved, second by Troy Schmidt to approve Jan. 13 meeting minutes. Motion carried.***

Treasurer (Lori Wynia-Southwest) see attached. Move by Shirley Murray, second by Bonner Karter to accept the treasurer's report.

Lori clarified that in February, she will send a roster verification to treasurer which must be verified and returned by March 15. The campus maintenance payment to campuses is \$100 plus \$10 per full member.

Grievance Officer (Tracy Rahim, Sami Gabriel)

I have not received many questions that would be considered for the State Grievance Officer position since Rich's retirement. There was an email about retirement from a member from BSU, but Rich was able to respond to that on his last hours as it was very nuanced and required advanced knowledge. Just a reminder that Sami and I will really only be able to answer questions about retirement as it pertains to items in the contract. Otherwise, please direct members to HR. Sami and I are scheduling a meeting with Jim Jorstad during the first week of February to discuss communication flow with him if/when there are grievance-type questions or if there is a situation in which Labor Relations needs to get involved.

Vice President (Zak Johnson-Bemidji)

System committees and workgroup are an evolving door. We currently have two vacancies. One on policy council and one on the BOT Professional Excellence Award Committee. The BOT Professional Excellence Award Committee is likely going to have to move forward with just the two appointed members. Due to some changes to the structure of the review and meetings, it was difficult to fill all three appointments. I will be sending out a call to fill the one vacancy to the Policy Council. Some members of the Board indicated concerns about the process. Zak will reach out to the system administrator (Kathryn) about these concerns.

The ASF State Audit Committee is meeting Thursday evening, Jan. 23 and we will be providing our report.

I have been working with Brian Aldes from Teamsters to develop a financial document that can be shared with members to show how dues are being spent. This has been a work in progress and it has been more difficult than I thought to keep this project going. Both Brian and I have had some challenges getting this done. I hope to complete this shortly. Brian and I have a meeting schedule early next week.

It was a blessing to have 5 members of the board discuss our challenges we are having with filling both the President and Vice President officer positions for next term. I believe we have landed on a positive change to the positions to hopefully not look so daunting to members who may be interested but see the positions as too much to handle with their current position.

I have enjoyed my time as ASF State Vice President and look forward to working with everyone this spring term as well.

President (Tracy Rahim-Winona)

- 3/30 State Board Meeting: Just a reminder that the final state board meeting of the year will take place on Monday, March 30 in St. Paul so that the Board can then more-easily attend the Teamsters Local 320 Lobby Day on Tuesday, March 31. Lori is working on hotel arrangements with Teamsters so we can hopefully be in the same hotel that they will be using for Lobby Day. Victor has secured a meeting room for us at Metro State for our Board meeting. More details will be sent as they become available.
- Per Diems: I am requesting assistance from willing board members to help take up the topic of an increase in per diems with MMB as was discussed during the 11/22/19 State Meet & Confer. We need to put together a coherent case and figure out an action plan for how to request the increase since we do not bargain with MMB outside of the insurance plans available for all State employees. Mel Iverson and Kate Southwick volunteered to work on presentation of this issue to MMB.
- FLSA Update: Since our last update at the 11/22/19 State Meet & Confer, all FLSA determinations have been completed at Moorhead. As of early January, there are approximately 6 left at SCSU (1 Range B, 1 Range C, 4 Range E – Josh said all were submitted to the system office) and 1 at Metro State and that has been addressed from multiple parties. I am incredibly hopeful that we will have a full completed report by the 2/14/2020 State Meet & Confer. As of now, we are 98% complete with 46.89% of our member non-exempt and 51.24% of our members exempt.

There was a board discussion of continuing issues with our members and the best way to address this. We need to acknowledge that this change is reality, while still addressing concerns. The system training is available to all campus HR offices. There will be a workgroup (per negotiations) to consider issues with exempt employees as a result of the FLSA changes. Questions about what is being submitted to system may/should be addressed with local HR. The importance of having updated PD's was also noted. AT St. Cloud, Josh noted issues of same PD's being different (exempt/non-exempt) status, members being treated differently based on status, and managing work flow. Another consideration is defining "what is a job?" whether exempt or non-exempt and all committing to it. Mel noted that it takes time for these cultural changes to occur. Sami noted that non-exempt employees need to be well-aware of need to pay overtime. We should continue to support the use of system training on this.

Teamsters Local 320 Report

Sami distributed the updated membership rosters. Shared overall membership numbers and they are down somewhat, with campuses ranging 74-82%, with the total being 77%. Reminded to get campus name on membership applications. Reminded that Lobby Day is March 31 with reception and guest the night prior. It's a big election year. Sami noted that representatives for DRIVE are screened only on labor issues. Additionally, Sami spoke about the strike in St. Louis County last week and it was successful. It was a very unified effort with high community support. Called back to mediation five days in and the wage and health care issues had positive impacts. Sami noted that the Governor was disappointing in not taking a stand. Tracy noted how impressive and well organized.

The quilt for Rich's retirement is now done and will be delivered to him.

Campus President Reports

- Topics/issues on campuses needing consultation with other campus presidents
 - Professional Development Fund policy & procedure (Josh Lease)
- Brief campus report
 - Major changes at the university (administrators, enrollments, facilities, etc.)
 - ASF-related issues or initiatives that would interest ASF colleagues across the system

MSUAASF Committee Reports

Audit Committee (Zak Johnson-Bemidji, Lori Wynia-Southwest, Bonner Karger-Bemidji, Mel Iverson-Mankato, Troy Schmidt-Moorhead)

The MSUAASF State Board Audit Committee, comprised of Zak Johnson from BSU, Bonner Karger from BSU, Mel Iverson from Mankato, and Troy Schmidt from Moorhead, met on Thursday, January 23, 2020 to review the Association's financial documents in a financial audit from period January 2019 through December 2019 prepared by Lori Wynia the ASF State Treasurer.

Bank balances as of
Checking – \$68,285.77
Savings – \$31,300.96

State Treasurer Lori Wynia provided expense reports, receipts, financial statements, and checkbook ledger for the period of review by the audit committee. We conducted the audit of these financial documents by reviewing each expense report to match the correct amounts indicated on the receipts provided, and reviewing the credit card charges, which were used by authorized MSUAASF officials, State Treasurer Lori Wynia and State President Tracy Rahim, and reconciling these credit card charges to the Wells Fargo bank statement. In addition, the ASF Audit Committee reviewed the campus association financial reports.

Overall, we found no major irregularities, or inaccuracies in the audit. However, we did identify that there were some missing receipts, invoices, and incorrect reimbursements. There were two missing parking receipts for a total of \$10. We were also missing a receipt for an Amtrak purchase of \$100. However, the ASF State Board approved this purchase for recognizing Rich Wheeler upon his retirement. In addition, the Audit Committee was unable to locate the invoice for \$500 which was paid to Elsbeth Howe. Again, the Audit Committee recognizes this was a purchased approved by the ASF State Board which is in the minutes therefore there was no concern regarding these two items.

The Audit Committee did find that one reimbursement was short \$4 to a state board member, Tim Alcorn and recommends a payment be made in the amount of \$4 to Tim Alcorn to make up the different.

Lastly, it was identified that Lori Wynia, ASF State Treasurer, was late on a payment to the credit cards which resulted in a late fee of \$39.00. The Audit Committee recommends the ASF State Board approve that this be paid out of the ASF checking account.

Otherwise, the Audit Committee recommends that the ASF State Board approve our audit to verify the financial accuracy of these financial transactions.

In reviewing the Campus Associations Financial Reports, the Audit Committee focused on the campus associations remaining balances and common expenses. After review, the Audit Committee found the campus associations to be in good financial health and would only recommend that the Audit Committee continue the practice of reviewing these forms annually during the ASF State Audit Committee meeting.

Audit Committee recommendation to pay one-time \$39 late fee out treasury. Motion carried.

Audit Committee recommendation a correction of \$4 payment to Tim Alcorn due to math error. Motion carried.

Motion by Tyler Treptow-Bowman, second by Shirley Murray to accept the Audit Report. Motion carried.

Zak also talked about the goal of getting more detailed financial information from Teamsters to share with the Board, and, as appropriate with members. He will follow-up with Brian Aldes again about this information. He will provide an update by our next meeting with the goal of having something to share with members yet this semester.

Legislative (Kristy Modrow-St. Cloud)

ASF Campus Legislative Priorities

ASF Campus Legislative Representatives, ASF Campus Presidents were requested to send Legislative campus priorities by Friday, January 17. Please see compiled list of campus priorities noted below (note: priorities have not been altered and may include items that ASF cannot influence.

MSU –Mankato:

1. Our local ASF team supports the Minn State supplemental budget request with two nuances:
 - a. Request for additional financial assistance, to make up the difference if tuition rates are frozen;
 - b. Request that the \$25 million scholarships and the \$15 million for workforce development ALSO get shared with the universities (it is my understanding that 100% of these funds in the past went to the community and technical colleges – and university students have financial needs too).
2. We support requesting full funding of the HEAPR and bonding projects – particularly priority #11, Armstrong Hall replacement, redesign and renovation (which is obviously on our campus – we know that state ASF will likely support all projects on university campuses).
3. We support continuing the priority to limit overreach by the System.
4. We would like to see state contributions to IRAP match state contributions to TRA.

MSUAASF Plans

** Employee elects either IRAP or TRA. ([See Instructions & Explanation](#))

IRAP/401(a) - Individual Retirement Account Plan (Click for web site)	
Plan Administrator:	TIAA (Click for web site)
Plan Type:	Defined Contribution
Participation:	Mandatory **
Contribution Amount:	Employee = 7.5% Employer = 6.0%

MN Teachers Retirement Association - TRA (Click for web site)	
Plan Administrator:	Teachers Retirement Association
Plan Type:	Defined Benefit
Participation:	Mandatory **
Contribution Amount:	Employee = 7.5% Employer = 7.92%

St. Cloud State:

- Change the way bonded projects are funded. Change state law so that campus contribution does NOT go to pay back the bond, but instead annual payments would be placed in a quasi-endowed fund for the ongoing maintenance and renovation of buildings. By doing this, we create a funding stream to keep buildings in good repair, provide for their ongoing needs, cut down on growing maintenance tails and strain on HEAPR dollars.
- Per Diem meal rate is not sufficient.
- Tuition waiver should cover two- and four-year institutions.
- FLSA hinders some members from doing their work.

The Board discussed the draft of MSUAASF Legislative Priorities for 2020 and offered input and edits. We are also awaiting Teamsters input on public employee bills. There is interest in learning more about proposed legislation on student debt. Kristy will rework the draft priorities and bring back.

Mel Iverson moved to extend our consideration of legislative priorities until week of February 10. Second by Lori Wynia. Motion carried.

MinnState Government Relations Team Legislative Updates

MinnState Government Relations Team Legislative updates (with additional commentary from Josh Lease, SCSU ASF President) are being sent to Legislative reps to forward to their membership list. ASF members can [enroll for automatic legislative updates](#) from MinnState.

MinnState Day at the Capitol – February 24

I will send more information as received via MinnState.

Teamsters Lobby Day – March 31

Lobby Day is Tuesday, March 31! Our goal is to get as many ASF members to Lobby Day this year as possible. Teamsters organizes legislative speakers, meetings with members' direct legislative representatives and prepare members to meet with your representatives. ASF will provide talking points (based off of ASF legislative goals/priorities) to prepare members to be successful when speaking to their legislators. More information will be sent out as details are confirmed by Teamsters.

Membership (Jillian Quandt-Winona, Jim Anderson-Moorhead)

Lapel pins were distributed

Website updates were completed including

- Final Version of CBA

- Salary Setting Tables (Under Benefits>Salary Negotiations

- History information will also be added.

- Vacation Donation Opportunities will be added to webpage with recipient permission (Click on Resources)

Draft of brochure content was sent to graphic designer

Statewide Membership Committee met on 1/8/2020 with more participation.

Nominations & Elections (Bonner Karger-Bemidji, Tyler Treptow-Bowman-Winona, Tim Alcorn-Southwest)

They are working through the process for the election. One nominee for VP, Secretary and Treasurer.

Negotiations (Tracy Rahim-Winona, Shirley Murray-Mankato, Sami Gabriel-Teamsters 320) No report submitted. Next Friday's (Feb. 1) paycheck should reflect step increase and lump sum. The new salary charts (for FY 21) are on the web page.

Old Business

Search Candidate Meeting Info (Bonner Karger)

At the 11/6 Board meeting, Presidents were asked to send Bonner summaries of practices of how/what campuses are doing in search candidate meetings and he would summarize and bring it back to the 1/24 Board meeting. Bonner did not get this information yet, but will plan to collect this by our March meeting.

ASF unit definition

Minnesota State Proposed Definition 1/23/20

Unit Definition for Unit 211:

Positions in unit 211 are administrative or service faculty professional positions held by public employees, a majority of whose duties consist of one or more of the following functions:

- 1. Direction, coordination, management, and providing student services, academic resources, and/or professional services that support student recruitment, retention and graduation, including professional services in the area of alumni relations, foundation activities and student activities.*

2. *Administration or coordination of university services where such positions do not meet the definition of a position in the Supervisory, Managerial, or Minnesota State Administrator units. Such services may involve:*
 - A) *the development, interpretation, and implementation of academic policy, or*
 - B) *accountability for determining objectives, priorities and procedures within a functional area.*
3. *Support services for students and/or direction and coordination of such services. Examples of functions that may involve such services are: academic program administration or outreach; or direction of a program having direct contact with students about financial aid, admissions and registration, placement, campus student life and development, or related educational programs and services.*
4. *Academic related services, including counseling administration, advising, in-service and skills related instruction (not for credit), tutoring (not for credit), grant and research related services, all of which are outlined in BMS Order 92-PCL-2142.*

Unit 211 does not include instructional faculty, supervisory positions, managerial positions, confidential positions, or Minnesota State Administrators.

We will propose the use of career development in place of placement. Given that, ***Shirley Murray moved and Zak Johnson to accept the definition (with the proposed change noted). Motion carried.***

Tracy will provide this to labor relations with the request that it be formalized and legitimized for use.

Leadership small group recommendations

Small ASF Board Group Recommendation Regarding Upcoming Elections:

1. *Update ASF State Bylaws to the following:*

*Article 3, Section 1 (c): **Co-chair meetings of the State ASF Board of Directors with the State ASF Vice President. Chair meetings of the State Executive Committee and the State Meet and Confer Team.***

*Article 3, Section 2, new letter C: **Co-chair meetings of the State Board of the Directors with the State ASF President.***

*New letter D: **Oversee the responsibilities and activities of the Statewide Membership Chair and the Legislative Affairs Chair.***

*Current letter F: **Chair the Finance Committee** (change from Audit Committee—see #3 below)*

Re-letter all the rest of the duties in this section.

Move by Shirley Murray, second by Tyler Treptow-Bowman to approve this section. Motion carried.

2. *Implement a 10% release time for the State Vice President starting in FY21 to reflect these new duties. **Move by Zak Johnson, second by Kristy Modrow to approve this provision. Motion carried.***
3. *Appoint a workgroup to update the Constitution that has to go out for ratification to the members in February 2020. Updates to include removal of term limits for the President & Vice President, removing references to full/fair share members, change pronouns to gender neutral, include the Statewide Membership Committee has a standing committee of the board, change the Audit Committee to a Finance Committee so that they can have more responsibility of the Association Finances (dues, budgets, etc.) other than just the annual audit, and anything else the work group recommends. **Move by Jill Quandt, second by Mel Iverson to approve this provision. Motion carried***

Lori Wynia, Tracy Rahim and Shirley Murray will be on the work group.

4. *Suspend the timelines in Article 4, Section 2 of the Bylaws surrounding officer elections for the 2020 election to allow more time and flexibility given the changes that need to occur. Election must be certified by the State ASF Board by May 11, 2020.*

Move by Mel Iverson, second by Troy Schmidt to accept this provision. Motion carried.

5. *Direct the Audit Committee to study the Association finances and make recommendations for additional release time starting in FY21 for other State ASF Board members with the priority being for campus presidents first. A recommendation will be made to the State ASF Board at the March 30, 2020, State Board meeting.*

Move by Tyler Treptow-Bowman, second by Josh Lease to accept this provision. Motion carried.

New Business

Committee Appointments

SEC Alternate – remains open

Learning Management RFP Workgroup – Ken Graetz was appointed after email vote.

System Committees

Policy Council (Jim Anderson, Angela Bowlus, VACANCY)

Last meeting was January 16. November 19 meetings attached Review of Board Policy 2.6 Intercollegiate Athletics (Consent Agenda) Gary shared that no comments were submitted during the 30-day review period for the policy and the proposed amendment consisted of technical changes. The council approved the proposed amendment to the policy. Gary also mentioned that no comments were submitted for the policy and procedures that recently completed their 30-day review period; Policy 3.27 Copyrights, Procedure 3.27.1 Copyright Clearance, and Procedure 3.29.1 College and University Transcripts. Review System Procedure 3.43.1 Accreditation The council discussed the accreditation procedure and that it's meant to establish college and university communication obligations and system office support responsibilities. The council modified the following language (1.) clarified that the system office support will be "in a manner that maximizes operational efficiencies while minimizing undue burdens", (2.) deleted specific examples for the regional accreditation annual report in Part 2 because they will be identified on the form (to be created) or in an operational instruction (to be created), and (3.) mirrored the language in Part 3 to that in Part 2 regarding the obligations. The council discussed the language in Part 5 and how it was an awkward fit. The council approved the proposed amendment to the procedure. Review Board Policy 3.26 Intellectual Property Gary provided the history on the policy and the environment 17 years ago when it was created. The council reviewed the proposed changes and relocated several sentences from Part 4 to the definitions in Part 3. A definition was created for student works. The language establishing the Intellectual Property Coordinator was deleted in Part 5. The title to Part 5, Coordination Function, was changed to Management of Intellectual Property. Discussion clarified the meaning of the new language of the Internship Agreement and the OER Agreement in Part 4, Subpart B. The new language on internship agreements was requested by employers. The new language on OER agreements reflected current practice. All of Part 10, Notification of Policy was deleted since the policy is now 17 years old and the IP Coordinators are no longer utilized. It was noted that most of the changes were technical edits. The council approved the proposed amendment to the policy. Review System Procedure 3.26.1 Patent Inquiry Procedures The council reviewed the proposed changes which consisted of adding the

definition of “system legal counsel”, replacing system director for intellectual property with the Office of General Counsel in the process, and adding a notification language for creators of inventions. The council approved the proposed amendment to the procedure.

The Policy Council continually reviews academic policies that are up for renewal. The most recent policy and procedure we worked on was Course Syllabi and Course Outlines. There was much discussion and we did not finish review during the meeting.

Academic & Student Affairs Technology Council (Maddie Joy Idzik, Ken Graetz, Sue Bayerl). No report submitted.

Media Management/Web Conferencing Committee (Chad Kjorlien). No report submitted.

Learning Environment Committee (Lori Wynia)

Last met December 18, 2019. Worked on the wording for the purpose and charge for the proposed Learning Management RFP Workgroup

Accessibility Committee (Kristen Jorenby) No report submitted.

Student Affairs Council (Nikki Stock, Danielle Smith) No report submitted.

Assessment for Course Placement Committee (Laura Kiemele, Zachary Johnson, Jason Westman)

Next meeting is scheduled for February 14. The subgroups are being asked to finalize approaches/measures for their assigned population and draft recommendations for each. And Identify spokesperson to present draft recommendations at next ACPC meeting. And post approaches/measures and draft recommendations that will be reviewed at the next meeting.

Academic Affairs Council (Angie Witte, Christine Metzo, George McConnell)

Faculty Development Committee (Victor Cole)

Global Education Committee (Cherish Hagen-Swanson, Susan Pham)

Last met November 8, 2019. No decisions were made, but we are beginning to discuss implementation of a system wide education abroad website (as well as other collaborations) to provide students with more options for program choices. Exploring system wide software for education abroad management. Researching how financial aid can or cannot apply at 2-year institutions when it comes to education abroad - currently inconsistent system wide.

Academic Equity Committee (Angie Witte) No report submitted.

Graduate Education Committee (Melanie Guentzel) No report submitted.

Defined Contribution Retirement Committee (John Engquist)

John replaced Rich Wheeler and will be attending for the first time at the next meeting scheduled January 30. Rich and John did meet prior to his official retirement date, and two of the 3 bargaining units (ASF and IFO) are in favor of the proposed change to allow for supplemental retirement to become an option for members. I believe MSCF was not in favor of this proposed change.

System Evaluation Committee (Sarah Olcott, Greg Mellas)

Last met on January 14. This committee reviewed 3 range determination appeals at its one fall meeting, and one range determination appeal at the January 14 meeting. With only four total appeals to date, I have not

reviewed a sufficient number to identify any patterns or draw inferences. At this time there are no issues that I would bring to the attention of the State Board.

SEC heard an appeal from Mankato. The Director of the Kearny Center for International Services. The incumbent Jacy Fry was granted the appeal from a D to an E level.

Professional Excellence Award Committee (Sarah Olcott, Melissa Dingmann, VACANCY)
Meeting on January 24.

Equity & Inclusion Council (Angie Witte, Kate Noelke) No report submitted

Transfer Governance Committee (Ashley Schafer, Erica Johnson)
Last met November 15, 2019. The committee is reviewing Transfer Pathways engagement and participation; looking to start benchmarking #'s of students enrolled and graduating from a Pathway program at the Universities. The committee is continually briefed on System Office work with Transfer. The Committee is looking at a formal recommendation to the System Office leadership around the currently existing policy of transfer credits and what impact that has on bringing in 'Z' (placeholder) grades when E-transcripts are run/uAchieve is populated.

PSEO Workgroup (Tania Schmidt, Michael Altomari, Jessica Mensink)
Last met December 9, 2019. Develop a stronger PSEO model that works for all constituents within MinnState and K12. This group is working to update system procedures regarding the PSEO program. The focus of this group has been to ensure access and equity within the program.

Developmental Education Steering Committee (Katie Kraemer) No report submitted.

Online Strategy Workgroup (Ken Graetz, Lori Wynia). No report submitted

Learning Management Systems RFP Workgroup (Stephanie Kroll, Ken Graetz). First meeting scheduled January 27.

State Meet & Confer Agenda Items (Friday, Feb. 14, 9:30-12pm)

FLSA – final update?

Equity 2030 Update – Policies that may impact student success

Minnesota State Day at Capitol – Plan for system presentation and focus on universities

Contract trainings plan

- ***Good of the Order***

Adjournment at 2:40 p.m.

Future Meeting Dates:

- **MSUAASF State Board Meetings (must be at least 14 days before State Meet & Confers)**
 - Spring: March 30, 2020 (MOVED TO ST. PAUL AT METRO STATE)
- **State Meet & Confer (9:30-12pm in St. Paul)**
 - February 14, 2020
 - April 24, 2020
- **State Board Online Meetings: 2nd Monday of each month from 12-1pm**

CAMPUS REPORTS

Minnesota State Moorhead

1. We learned about the new strategic priorities and are now in the phase of final feedback in order to launch them.
2. Several MSUAASF open positions have been filled. New positions are also going through CEC, UPBC, and Meet and Confer.
3. Locally we are working on elections and getting a full team for 2020-2021.
4. In February the campus will have the opportunity to take the great places to work survey. It will be an opportunity to see themes and get some feedback on campus climate.
5. New hires have been signing up for MSUAASF membership, we have new faces at every membership meeting.

Minnesota State Mankato

Provost Marilyn Wells named Chancellor of PennState Brandywine and left the institution on Jan. 8, 2020. Matt Cecil named Interim Provost. Provost Cecil was the Dean of the College of Arts and Humanities. National search to commence with the intention of having a new Provost by July 1, 2020. Various title changes of current administrators and the Associate Vice Provost Brian Martensen was changed to Associate Provost.

Continued conversation of movement to new schools, colleges and institutes. Possibly the direction of these conversations is shifting somewhat, however not halting with transition. Workgroups are being developed to continue the work on these areas.

Has been some movement of positions in recently in ASF. Navigating the impact of those movements and members are making sure things are being done within the contract.

Our local Nominations and Elections Committee is identifying candidates for our 3 open positions this year of Vice President, Negotiator and Secretary. We have shifted to an election cycle where we rotate our election of officers (we have 2-year terms) into two groups so that we always have executive board members with at least 1 year of service on the board. Also allows for President Elect to observe the final year of the current Presidents term.

Bemidji State

- Our president is deciding on a significant restructure impacting enrollment management areas. The current proposal includes adding a VP (a position that was eliminated about 4 years ago), and moving some departments from Academic Affairs oversight to Enrollment Management oversight. The structure was proposed and endorsed by the local faculty association.
- With the non-renewal of the Director of Admissions, there has been some shuffling of duties within the traditional admissions area. Admissions reps and others have taken on some duties, and are being compensated accordingly. An Assistant Director position was brought back from hibernation, which has resulted in some backfilling with fixed-term and emergency hires. The previous Director PD is being rewritten.
- HR now allows us (ASF president and/or membership coordinator) to meet with new employees on their first day for 30 minutes. Given the number of fixed-term and emergency hires we've had

recently, this has been a great opportunity to meet with staff about how to work toward probationary status.

- Gearing up for nominations/elections for president-elect. There seems to be a renewed interest among certain ASF members to get involved in the local board, and we've had a few new memberships in the last few months.
- Our next membership meeting is scheduled for February 17, and we will invite non-members interested in joining.

Winona State

- Facing a \$3-5 Million deficit for FY21
 - WSU will be offering BESI to IFO in a targeted approach
 - Formal budget decision notification expected late March/early April
 - Student Life Division is promoting SSL (salary savings leave), but not guaranteeing that FTE reductions will not happen
 - Only 1 ASF position has gone unfilled, 1 new ASF position at .75 FTE
- Fall 2020 Enrollment projections are lower than expected
- Searches for Provost, VP of Advancement, and Dean of COB are active

St Cloud State

University is facing a \$13.5M deficit for FY21. Campus has been engaged in the President's "It's Time" work, focused around how we are going to reposition the university for the future and redefine ourselves as a regional comprehensive university. At convocation, a significant milestone was reached in that we announced what our areas of focus will be, what we intend to be known as: 4 "chevrons" (Health/Leadership/Science & Engineering/Education). We will be announcing "programs of distinction", specific academic & possibly other programs where we feel are areas of particular strength and recognition. This is a major culture change; previously programs were not allowed to be called out as being great (everything was great). Biggest challenge, we don't know where reductions and resources are going to be allocated based on these changes and the budget deficit.

Football & Men's & Women's Golf were ended; this did not go through Meet & Confer because of the Title IX lawsuit. The president stated this was special circumstance because of the lawsuit and would not be the process for other changes and decisions going forward. The savings for Athletics is about \$1.2M, with some being reinvested in Athletics for Title IX compliance and standing up the Men's Soccer program (a Fall Men's championship sport is required for NCAA status).

Several major searches going on: CFO search (we've been through 7 in 10 years, including interims/acting) led by WittKiefer search firm is kicking. Searches are ongoing for Dean of College of Science & Engineering, Dean of University College/AVP of Student Success, and Assoc. Provost of Research & Sponsored Programs/Dean of Graduate Studies. VP of Student Life is interim but a search has not been announced yet.

Reorganization in Student Life & Development is beginning, but the VP has committed to bringing them through M&C process. First up: reduction of a position in Counseling & Psychological Services from 1 FTE to .75, with the schedule being structured as a Fall/Spring full time position with summers off to match to intakes in CAPS. (We were successful in keeping the position in ASF; it was considered to re-class into MAPE. Additionally, the reduction in time actually resulted in the current member rescinding their retirement to continue on)

Southwest Minnesota State

SMSU enrollment was down 7.5% in the fall, but 6.7% in the spring. No cuts are required in the current and next fiscal year, but if fall '20 enrollments do not return to fall '18 levels, additional cuts will be necessary. The institution did make BESI offers to two ASF employees and five within IFO. The two offered in ASF were accepted and will take effect this spring. None were accepted in IFO.

Searches are currently under way for the Provost and Executive Director of Enrollment Management positions on campus with July 1 start dates as the goal for both.

Metropolitan State

- ASF reps have been difficult to get volunteer for committees - the 2 committee limit per year may have impacted. Currently there are ASF REPs on committees. IFO has pulled out of "council" structure because they believe it circumvents the meet & confer process. IFO is participating in Meet & Confer.
- CEC group training yesterday to understand matrix & PD writing. I don't have the documents, so off top of head - 2 ASF hires went from C to B when advising positions vacated. Deans are the advising supervisor and submitted PD not based on new matrix terminology. Gateway was reviewed for B & appealed to get C range.
Some ASF positions went to MMA
- Enrollment down 1.6% from last Spring
- Campus operations – Security issues with G4S leadership – will move to Allied Universal temporary while putting out RFP
- Budget – working on a new process. Will have online budget forum - Zoom meeting coming up soon (early January – not aware that it happened)
- Just hired new Exec Director for Enrollment Management & Admissions
New Interim Dean of CLA, New Interim Dean for UED, Interim Dean for CNHS – search in process, Interim Dean in CCSPA – search in process, Interim Dean for CIS,
COM & COS are only 2 colleges with Deans not interim.
- Campus moves are pretty much done.
- New CRM – 2 years implementation
- NACADA consultant – looking at Academic Advising Structure & the Director of Advising Effectiveness Role & PD. Both IFO & ASF have put forward approved motions to return the Director of Advising Effectiveness Role immediately to 100% FTE and reinstate full time into position as previously held. Presented at Meet & Confer. Metro President denied.