

# ASF Monthly Zoom Meeting

May 11, 2021 ~ 12pm

Present: Tracy Rahim, Kristy Modrow, Joshua Lease, Victor Cole, Amanda Weister, Paul Stern, Tom Boylan, Rachel Sherlock, Layne Anderson, Jillian Quandt, Tim Alcorn

1. Meeting minute approval of April 16 Board meeting, April 30 Pre M&C meeting
  - a. The April 16<sup>th</sup> Board meeting minute approval was motioned by Kristy, seconded by Josh. Meeting minutes approved.
  - b. The April 30<sup>th</sup> Pre-Meet and Meet and Confer Meeting minute approval was motioned by Josh, seconded by Paul. Meeting minutes approved.
2. July 13-14 Summer Board training/meeting update
  - a. President Elects can participate in the training via zoom, with the actual board members participating in person. Please note that the President Elects can have their lost time wages covered by Teamsters since that time is not covered by the contract.
3. Discussion with Eric Davis RE: HR service centers
  - a. A proposal is being sent to the board to allow campuses to take back teaching faculty payroll transactions by January 2022. Our payroll is considered more consistent with classified positions which is why it is proposed to stay with the service centers. Campuses taking back payroll will need to attend trainings to use standardized practices.
  - b. Last Thursday Tracy met with Barb at the payroll center. Barb will be following up regarding employee notifications of payroll changes. HR will need to be notified of any leave changes because it might affect leave accrual. The payroll center will be looking back to FY20, but they are unable to look back further than that. Before any changes are made, Barb and Tracy will meet again regarding the change.
  - c. The payroll center fee is going up from \$155 to \$168 headcount per employee to fund the service center starting July 1, 2021.
4. Vice Chancellor for Equity & Inclusion Open Forums
  - a. Tracy will be out those day and was looking for coverage. Victor will be attending all sessions. Jill can attend Thursday but not Friday.

| Thursday, May 20 |                |
|------------------|----------------|
| Candidate #1     | 10:00-10:45 am |
| Candidate #2     | 11:00-11:45 am |
| Friday, May 21   |                |
| Candidate #3     | 10:00-10:45 am |
| Candidate #4     | 11:00-11:45 am |

5. Recruitment & Retention of Diverse Employees discussion & proposed follow-up

- a. Tracy, Josh, Tom, and Victor had a second meeting with Eric Davis, Teri Hinds, and Desiree Clark. The first meeting was held on February 17<sup>th</sup> and the ASF team shared ideas for how to recruit and retain diverse employees. For the second meeting, Eric, Teri, and Desiree compiled workplan spreadsheet. Josh Lease - The issue is that they have been engaging with IFO. If we wouldn't have brought it up previously, we would not have been included. The focus was teaching faculty only. We provided some good ideas. I do not know that we will see much happen with them. Tom Boylan –I sense that employee recruitment and retention was not thought of it since our last meeting and they were not prepared. Victor Cole – I thought they were receptive to our thoughts but not sure if it will progress. Tracy Rahim - I met with MCF and IFO Presidents regarding the work plan. Conversations started 18 months ago. It was MCF and IFO's work plan, not the System Office's. MCF and IFO have people who are paid to work on this. Both are happy with the plan. MCF noted that the System Office was not prepared. They have been working via bargaining on this. ASF leadership came up with two ideas: 1. Statewide survey to seek other ideas about what we should do and where to prioritize our time (i.e.: exit interviews); 2. Engage more with a Statewide Membership Meeting Listening Sessions. Paul Stern – I like the idea of a survey or of focused conversations using Zoom break-out sessions. Tracy Rahim – Whatever shape the plan takes, I reminded Eric, HR that we are volunteers and do not have paid workers and that we want to be partners. Jill Quandt – I will reach out to recent, past, and current board members regarding action steps for our strategic plan. Please send the names of your incoming President-Elects to Tracy. More details to come. Josh Lease – A lot of the items we provided applies to units beyond ours. This will have a broad impact system wide if the System Office is willing to engage.
6. Website discussion for RFP (Tom Boylan) \$3,000 in our budget will not cover a full web redesign. I connected with the Metro State Director of Technical Communication Interaction Design. He can connect us with a student(s) who may be interested in doing a paid summer project. I suggest we use our current website and re-tool. There are several templates that we can use on Word Press. Jill Quandt –Content wise we need to review and rework. I suggest that we have the ASF web master trained for the future. Tom Boylan - If you can think of anyone who would be good on a young professional work group regarding recruiting new ASF members, please forward their names.
7. Penny Golf Scramble hole sponsorship--minimum \$150 – June 4 –Tracy Rahim – The Scramble is sponsored by Students United to raise money for students doing public internships. The last few years we have sponsored a hole. We have money set aside for scholarships. Motion to allocate \$150 to sponsor a hole by: Tom Boylan; Seconded By: Tim Alcorn; Motion Approved.
8. Open comments/discussion as time allows -None