

ASF State Board Training & Meeting

July 13-14, 2021



Present: Jillian Quandt, John Brown, Kristy Modrow, Tracy Rahim, Rich Wheeler, Tania Schmidt, Lori Wynia, Christian Brezczinski, Tom Boylan, Tom Reburn, Marie Slotemaker, Jodi Bantley, Rachel Sherlock

ASF State Board Training—Tuesday, July 13 (8am-4:30pm)

Steward/Grievance Officer Training (Rich Wheeler)

- A copy of the current contract is located on our website at msuaasf.org
- Please see the binder under the stewards training tab for all documents
- A good part about being a good grievance officer and steward is to develop relationship with people (both people in the union and management)
 - Rich recommends doing as much in person (verses zoom) as possible to forge those relationships
- Management has been taking a harder position on things than they have in the past, so we need to work on relationships but also to match them in steadfastness
- Grievances are only one part of the steward job (see handout for full list).
- For investigatory meetings, advise your members to always bring a steward with you as a witness, even if they are not the one being investigated.
- Rich recommends having a large list of stewards to cover all investigatory meetings.
- Technically if you are not subject to discipline, you do not have a right to have a steward present. That being said, sometimes a meeting can take a turn, so having a steward there helps the meeting to continue without management having to reschedule the meeting so the employee can have a steward present.
- As a union steward, you are not supposed to say anything unless asked by the employee. But sometimes the employee may not be clear, so sometimes you can clarify a point to help the process.
- Even nonmembers have a right to have a steward. Some nonmembers may not trust the union.
- Teamsters is willing to step in as a steward in certain situations, please contact Sami Gabriel. Example situation: if it is a personal matter where the person does not want a person on campus to know what is going on.
- Lori highlighted that Rich discussed the caucus, because you have the right to step out, review the questions, and come back at a later time.
- You can also get assistance of stewards from a different campus. Example: if all stewards are in the same office and the employee wants to maintain their confidentiality.
- If you go to an investigatory meeting, take copious notes.
- Christian asked about audio recording of notes. Tracy answered that it has to be agreed upon with management. There will be more contract language on this coming. Christian expressed his hope that it will become more standard going forward since memory is tricky to rely on in stressful situations.
 - Rich mentioned that taking notes is still important in case technology fails, even if a recording is happening.
 - Steward notes can always be used later, even if a recording is not allowed.

- Continue to write notes with integrity and build that relationship so that your notes are trusted during investigation, even if they are under question by the other party.
- Everything you do as a steward is confidential
 - Members need to trust that their conversations with you are confidential, and that information will only be shared with other stewards as an as-needed basis.
 - Tracy added that it is helpful to have a community of stewards because sometimes it is helpful to confer with another steward.
 - Shirley Murray at MNSU had a quarterly stewards meeting to keep a pulse on what is going on on campus and to consult about issues on campus.
 - Some members may shop around for stewards if they don't like the first persons' answer.
 - Rich added that as campus presidents it is important to be able to talk with other campus presidents and to keep those conversations confidential.
- Tom R. noted that state of Minnesota law allows you to record any conversation without the consent of all individuals present, but this may break down relationships
- Rich noted that we should not be providing nonmembers services outside of their contract rights.
 - If a meeting is not related to discipline for a nonmember, Rich still recommends sending a steward since a meeting could take a turn, but a steward present is not required.
- If management is presenting a disciplinary letter or nonrenewal without investigation (without them asking questions), the member does not have an automatic right to have a steward present.
 - If you have the opportunity as a Campus President to talk to management about the process, Rich recommends talking with them about the mutual benefit of having a steward present in these situations. A steward can temper emotional reactions.
- Please see handout in binder regarding the definition of what a grievance is
 - A well established best practice is extremely rare.
- Important piece is asking when the incident happened and the facts of the incident (see binder for details including the 30 day limit to file a grievance from the day it occurred)
 - The first step is to informally resolve the problem
 - If the incident cannot be informally resolved, complete the grievance letter and submit. Please see grievance letter examples in the training binder. Make sure to get a receipt that the grievance letter has been received and whatever process you choose, do it consistently.
 - "as well as all other articles of the collective bargaining agreement..." and "the person made whole" are extremely important to write in the letter. Give yourself flexibility of what has been violated and what the resolution can be.
 - Management and ASF can agree on an extension to the 30 day deadline to try to informally resolve the potential grievance.
- If you are going to a grievance meeting, make sure that the meetings are respectful.
- Note that grievances are filed to the vice-president or equivalent (campus administration or management), not the supervisor. There can be a resolution at any step, which results in a Memo of Understanding.
- Step 2 is a letter to the President.

- Tracy recommends keeping her and Sami informed on any grievance. This allows Tracy to keep a pulse on what is happening across campuses.
- Step 1 and Step 2 can be waived to go directly to Step 3 and as long as both sides agree that is okay.
- A member cannot go to arbitration on their own, so it is helpful to have the union involved throughout the entire process.
- Please note the Grievance Process Summary is current under the current contract (changes may occur with the new contract).
- Jillian recommended hosting a steward training on your local campus.

Collective Bargaining Agreement Hot Topics (Tracy Rahim and Rich Wheeler)

- Jill asked the group trivia questions. The first question is how many people do you need to get a quorum.
 - John answered correctly that majority is over 50%. We currently have 14 board members since we currently don't have a state grievance officer or past president.
- ASF Positions, Supervisory Functions, Unit Determinations/Process
 - Please see handout regarding what determines what is and is not an ASF role.
 - Please note that if you are actively working in a position they cannot force you to change bargaining units, unless your PD is updated with additional duties. However, this practice is not advisable by MMB
 - Open positions and newly created positions under a reorganization have been changing bargaining units.
 - There are 10 designated supervisory functions as designated through the state of Minnesota.
 - Any employee can do any 5 of the supervisory functions and not be placed in a supervisory unit.
 - The position description form and format is only for ASF. ASF is the only bargaining unit that has the supervisory chart.
 - Tracy added that there needs to be a legislative change to add a supervisory function to ASF.
 - MAPE and MMA have opposed this in the past, but if we stay within the state universities and don't expand to the two-year schools it may counteract the concerns.
 - The change would not automatically move back the positions that have already been switched over, but it will prevent future positions from being changed
 - Jillian recommends following the contract language on page 2 any time this issue arises on campus since this is a threat to our union's upper level positions. Please let Tracy know if this occurs on your campus. Management does have to notify us and answer questions when this occurs.
- Salary Setting & Additional Compensation
 - Please see list of salary setting events.
 - Push for the additional pay as an interim role, if it is in a higher range (if it's a lateral interim role it is not a salary setting event.
 - If you apply for a lateral job and there is a full search, it is a salary setting event.
 - It is a salary setting event both when you get an interim role in a higher range and if you are hired for the position after a full search.

- The minimum salary increase is to move you over to a range and add a step.
- There is a minimum of 5% of the salary if you take on an additional role (for a higher position unclassified work). Advocate for more since the organization is saving salary and benefits.
- Note that terminal degree honorariums are decided by the campus and can be up to \$4,000. The degree must be applicable to their department.
- Career steps were negotiated in the last contract and can receive a step after 17 years at the university. Please note, years are determined as fiscal years.
- They will only give you 50% credit for your time at a range B for a salary setting range C position, even though that is the same as a graduate student.
- The salary determination spreadsheet was discussed. Tracy mentioned that HR should be completing this, but at many campuses this spreadsheet is given to the candidate to complete. The group agreed that HR should complete it, but the candidate also should get an idea if the offer is accurate or if there are discrepancies with the offer than may need to be resolved.
- Meet and Confer Process Summary
 - Please see document in your training binder for a full list of Meet and Confer topics
 - Be cautious of the meeting not devolving into a “meet and tell” but having open conversations and feedback.
 - Management should be bringing agenda items as well.
- Personnel Reduction & Layoff
 - Please see document in binder.
 - Tracy reviewed the definition of a layoff (please see contract in Article 22).
 - Nonrenewal up through an employee's fourth year is not considered a part of a layoff
 - All of this needs to go through Meet and Confer before the employee is notified.
 - They should come with data and statistics for why they are laying off that particular position.
 - Official communication is still physical copies for notice periods.
 - For personnel reduction and layoffs, HR goes off of the seniority roster. HR departments are required to send this list by November 1st, make sure that this list is accurate.
 - The university has to see if the person whose position is being eliminated meets minimum qualifications to do a different open position on campus. A permanent employee can bump out a fixed term employee. The employer decides if you meet the qualifications.
 - An elimination of a position on the organization chart needs to go to meet and confer.
- Retirement
 - Please see document in binder.
 - Please refer any members to your campus benefits coordinator
 - Members can switch retirement plans when they become permanent (only time you are able to change retirement). Externally funded individuals cannot change retirement plans
 - Everyone participates in the Supplemental Retirement Plan as a part of our contract.

- If you submit early retirement, you can apply for a separation incentive of one year of insurance benefits deposited to your health savings account (neither the employee or employer are taxed). If you request early retirement and it is denied, the member has the right to rescind their retirement notice.
- Tracy reviewed sick and vacation leave payouts (please see document in binder).

State ASF Board Information

- Roles & Expectations, Union Leave, Important Dates (Tracy Rahim)
 - Copy of the current contract is located on our website at msuaasf.org
 - We meet in person quarterly, the winter meeting will be on zoom
 - State meet and confer is quarterly. If you cannot be there please send a proxy. Please attend the first one in person and then choose a second one to be in person. The other two can be hybrid.
 - Our monthly meeting will be the second Thursday of the month
 - Please report out on any statewide committees.
 - Please attend a yearly lobby day this spring at the capital. It is an expectation of the board to participate.
 - The state board approves all third-year fixed term requests
 - Tracy will flag emails to send to campus memberships since State ASF doesn't have a central email list.
- ASF connection to MN State system: State Meet & Confer, committees/councils, advocacy work, collaboration with other units, etc. (Jillian Quandt; Tracy Rahim)
 - If you are working on shared governance items, as long as it doesn't impede with university business it is work time. If you are working on a grievance you can take university business time to work on the grievance. If you are at state meet and confer or local meet and confer it is work time. ASF monthly board meetings are not work time, which is why they are often scheduled over lunch.
 - For state meet and confer: 2.5 hours is release time, travel time is not release time. Sami from Teamsters has offered to pay lost time wages to cover travel time. Negotiations team members also get lost time wages.
 - Shared governance committees are work time (unless a campus decides that it's not).
 - Take UPL time off code for state board meetings since it does not impact vacation/sick/retirement accruals. You get three covered paid leave days per year.
 - If you take lost time wages for Teamsters they will give you a 1099 for tax purposes and you'll want to take union unpaid leave.
- Logistics (forms, reimbursements, etc.) (Lori Wynia)
 - Please submit the mileage form and any meals during traveling.
 - Our Treasury is very healthy due to the pandemic.
 - Campus maintenance money was increased from \$300 to \$500 starting this October. March is the membership roster payment.
 - We added \$15 per active member.
 - We also added a budget line for statewide marketing to increase membership and for strategic planning purposes. Please communicate with the board if you are doing initiatives towards either of these.

- Campus Presidents now get a \$100 stipend for every year you serve as a means for future recruitment.
- The Lobby Day account had additional funds added to cover hotel rooms.
- All forms are at msuaasf.org
- Teamsters reimburses mileage for state meet and confers. Sami also brings these forms to the meeting.
- Missing receipt form for any missing receipts (ex. Parking machines).
- MSUAASF State Constitution & Bylaws (Jill Quandt)
 - We elect officers on the even years and try to get two candidates per position if possible.
 - Committee representatives represent us every year, but the goal is to increase this to two years.
 - Please check your local constitution for any wording updates

Teamsters Local 320 (Tracy Rahim)

- Teamsters/MSUAASF Affiliation
- Membership sign-up process & stewards' credits/incentives, getting membership information as campus presidents
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ASF State Board Meeting

- *Call to Order*
 - Meeting called to order at 3:20pm
- *Approval of Agenda*
 - Agenda is approved.
- *Teamsters Local 320 Report*
 - Sami is working to get us membership statistics from year to year.
 - Our statewide goal is to maintain 85% membership statewide
 - There is a Teamsters Women's conference with two spots for ASF women. Two members from our negotiations team will be joining.
 - Teamsters had their international conference this summer. Brian Aldes's slate was nominated to go on the election ballot for November for Teamsters International Leadership. We need our members to vote.
 - Please see green tab for affiliation agreement (this is negotiated every two years). Please review agreement for items that Teamsters covers for us.
 - Please share what Teamsters do for us, but please do not share the financial details.
- *Officer/Board Position Reports*
 - Secretary (Rachel Sherlock-Mankato)
 - Meeting minute approval (June 12, 2021)
 - Motioned by Kristy, seconded by Tom. Meeting minutes approved.
 - Treasurer (Lori Wynia-Southwest)
 - Please see the attached budget spreadsheet.
 - Budget motioned by Tom B., seconded by Rachel. Budget approved.
 - Vice President (Jill Quandt-Winona)
 - Since the last board meeting my main areas activities have included negotiations, including participating in a work group; determining what openings we have for committee representatives and collaborating with campus presidents to solicit volunteers to fill those openings; and collaborating with Tom on a plan for moving

ahead with a website facelift, which will involve content gathering, clean up, and creation, the bulk of which needs to be completed by the end of July.

- President/Grievance Officer (Tracy Rahim-Winona)
 - FY21 Release Time Report: I've submitted a quarterly spreadsheet of the 40% release time as Statewide President and Grievance Officer that is broken out by contract representation/enforcement, shared governance, etc. If you have any questions, please let me know.
 - Equity 2030 Coalition: ASF continues to be presented in a coalition of ASF, IFO, MSCF, LEAD MN, Students United, and the Indigenous Men/Men of Color Caucus that was formed around a common goal of advancing the goals and objectives of Equity 2030. This Spring we were able to work together to put a joint statement and open letter to MN State leadership and Board of Trustees about advancing the recommendations made by the Chancellors Fellows on Equity 2030, meet with the Chancellor about Equity 2030, and have a July 19 meeting scheduled with new Vice Chancellor of Equity & Inclusion Andriel Dees. ASF stands strong that we want to see action and concrete ideas/goals for Equity 2030. Everything done on campuses and in the system to date feels like a lot of rhetoric but no actions to back it up.
 - Grievance Officer: I have assisted several campuses and employees on issues surrounding overpayments and incorrect leave accruals from mistakes made by the payroll service centers in concert with campus HRs. If campus presidents hear of other issues about any of these types of topics, please let me know immediately. This just adds to our mounting concerns of why ASF employees payroll and associated processes should be pulled out of the service center. At this point, the Board of Trustees have approved for IFO payroll processing to be moved to campuses who meet certain criteria by January 2022.

Campus President Reports

Bemidji (Christian Breczinski)

After nearly a year's search, BSU & NTC hired Steven J. Parker as the campus diversity officer. Steven began his role in April.

BSU is currently doing a little restructuring within its cabinet. Travis Greene, who had previously been in the role of Associate Vice President of Student Life and Success was promoted to Vice President of Student Life and Success. Currently there is discussion about further administrators within the Student Affairs division, though it is not clear at this time what that may look like. BSU is looking to post for an Associate Vice President of Enrollment Management who would report to the Provost.

Enrollment is, like for many, not where we want it to be. We find from our advising team that despite outreach, the greatest number of students who are not registering are those who are returning students that report they are afraid to register until they feel confident we will be able to meet their expectations for course delivery. The majority are traditional, on-campus learners who have now experienced at least one year of online learning and recognize they are not inclined to learn in that modality.

After a year of being empty, we are excited to hold classes in our new Hagg-Sauer academic building. Other than that, no major construction projects are on the immediate horizon.

Telework options continue to be brought up and are a sore spot for some members and their supervisors. Concern about the proportion of courses being offered remotely, where in a normal year they would have been offered on-campus, is also heavy on the minds of ASF members working in advising roles.

Metro (Sandi Sibley Gerick)

Our slate of local officers at Metro State for FY22 is:

President: Sandi Gerick

Past President: Victor Cole

President Elect: Jodi Bantley

Secretary: Pauline Danforth

Treasurer: Angela Bowlus

Grievance Officer: Dotty Farley

Negotiator: Linda Martinez

Alternate Negotiator: Edwinna Johnson

Member at Large: Charlotte Nitardy

Metro enrollment is currently down fairly substantially from this time last year for fall registrations, and many efforts at encouraging registration are being made. We have a new Interim HR Director, Lori Kingston, after Deb Gehrke left to take a position with the system office in December. It has also just recently been announced that our CFO, Tracy Hatch, is also leaving. Our campus has overhauled the tuition rate structure to eliminate the online tuition differential, as well as the non-resident tuition rate.

Mankato (Rachel Sherlock)

Mankato recently had President Inch start after Richard Davenport's retirement. President Inch comes from a collective bargaining environment so we are hopeful that he will continue to promote a positive working environment on campus.

Moorhead (Tom Reburn)

- Working towards 80% membership
- Deciding how/if offer hybrid meetings
- Updating website
- Restructuring member meetings to be more educational
- E-board Summer Retreat
 - Had outgoing members share tips and advise
 - Had outgoing and incoming share their why and goals

Southwest (Lori Wynia)

A significant amount of resignations and retirement, including the Director of Financial Aid, Registrar, Director of Athletics, a Dean, and individuals in the foundation.

Enrollment is down, but not it is not too bad all considering.

St. Cloud (John Brown)

Asking administration to offer a clearer definition of what we are calling the "Full Husky Experience" for this fall. Expectation is for all employees to be back on-campus by August 2 (or first full-duty day of the school year for teaching faculty). Concern continues from members

regarding telework as the University has indicated that it will end telework arrangements made during the pandemic no later than August 2 for all bargaining units except IFO, which ends August 17. Seeing signs that there may be some flexibility in this after hearing a vehement “no” previously. Administration has cited that bringing everyone back helps to build community. We do not disagree with this in principle, but it has come to our attention that many classes are still primarily online. We are also concerned that teaching faculty will be reluctant to come back, especially when a Dean who is phasing into retirement over the next year will be doing his duties from his new home in New Mexico, setting a possible “slippery slope” with the teaching faculty.

Changes to the advising model continue to move forward. Physical space is still a concern in some academic units. We are continuing to monitor reporting lines to make sure that there is clear understanding and that teaching faculty clearly understand what is expected of them.

Administration had been continuing to bring position changes, re-classifications and re-organizations to Meet & Confer only after everything had been decided. In an Article 7 grievance hearing, it was discovered that administration was encouraging this practice and through the hearing it was stated that other institutions have been going in a different direction by bringing things to Meet & Confer earlier in the process and have had better outcomes between union and management. We are encouraging management to change their position on this, not because we wish to be obstructionists or the problem, but rather ask questions and offer to help with the solutions. Other departments since then have approached our leadership with changes in the earlier stages and asking about when to bring them to Meet & Confer and it is our hope that these will serve as an example for the future.

We are expressing a concern with a number of senior-level positions that are either going unfilled or are filled with and open-ended, long-term interim serving in the roles. We are asking management for a timetable to fill the open positions as well as to make decisions on either appointing the interim administrators to permanent status in the positions or start searches. There are three of the unfilled positions and two interims in which we have specifically expressed concern.

Winona (Tania Schmidt)

Enrollment:

Attached please find the enrollment report. WSU has declining enrollment at the moment. Many strategies are in place to continue working to admit and register students from all admissions categories.

West Campus Announcement:

Last week, President Olson sent out a notice regarding West Campus. WSU is moving to liquidate West Campus assets (Tau, Maria and Lourdes Hall) by centralizing Housing and other expenses back to Main Campus. ASF has been notified that no ASF employees will be affected by this decision. Right now current ASF employees in those buildings for Housing or Camps and Conferences are being relocated. No positions are expected to be affected.

Maxwell Children's Center Update

A resolution has been recommended with regards to the rather public Maxwell Children's Center restructuring proposal. The original proposal moved to lay off the current teaching faculty at the Children's Center and create 7 new job descriptions at a lower ASF A or B Range. After many discussions and with the vocal support of other bargaining units and the public, WSU has recommended an amended proposal. In the new proposal, all teachers will keep their current positions. Tuition will rise to market standards. The Center will be required to run “in the green”

without the help of institutional operating budget money. ASF is keeping close track of this situation.

Back-to-Work

WSU has chosen July 12th as their Back-to-Work day. At the request of administration, HR has been working with employees to have everyone return to their offices. HR is currently reviewing ADA Accommodations for employees who qualify. Not all employees who request ADA will qualify or if they do, telework may not be the accommodation. There are other ways to ensure accommodations. Hybrid work schedules, on the other hand, are created and approved by the supervisors based on workplace need, environment, services, etc. Right now, only a few areas have a Hybrid work model approved moving forward. WSU will be reviewing a broader telework policy beginning in the Fall and including all bargaining units.

- *MSUAASF Committee Reports*

- Negotiations (Sami Gabriel, Tracy Rahim, Jill Quandt, Lori Wynia)
 - The team focused on language proposal changes and how to make our unit more attractive from an equity lens.
 - Negotiations will commence August 2nd and 3rd and will submit financial proposals including an equity study. There has not been an equity study since 1992. This may mean less salary increases.
- Legislative (Kristy Modrow)
 - It has been quiet since the higher education budget passed in the special session (see details below). Legislative updates/activity will pick up early January and the ASF Statewide board will review/approve ASF legislative priorities at the winter board meeting.
 - I will email a request for contact information for your FY22 campus ASF legislative representatives. For campuses that do not have representatives, I send the legislative items to the campus ASF President.

Per Melissa Fanning's 2021 Legislative Report:

Bonding Bill 2021 & 2022

The 2021 legislative session was a budget year, and lawmakers were tasked with setting a two-year budget. Traditionally a bonding bill is reserved for the second year of a biennium. However, smaller bonding bills have passed during a budget session. The Legislature did not end up passing a bonding bill (\$188.2 million) with new funding. The 2022 legislative session is scheduled to convene on January 31, 2022. The Minnesota State Board of Trustees adopted a bonding request for consideration in the 2022 session (292.9 million).

Higher Ed Finance and Policy Bill 2021

Lawmakers attended a special session on June 14, and a week later, both the House and Senate passed the omnibus higher education finance and policy bill and Gov. Walz signed the bill on June 26, 2021.

Highlights include:

The final bill included **\$56.4 million for Minnesota State** to be spent in the following ways:

- 45 million over the biennium for **campus operations and maintenance**
 - An additional \$5.4 million, or \$2.7 million each year, for **supplemental aid to non-metro colleges** for a total of \$11.4 million over the biennium
 - \$1 million, or \$500,000 each year, in additional funding for the **workforce development scholarships**, for a total of \$9 million over the biennium. The program is amended in the bill to include an additional area of study or certification available for a scholarship, based on a workforce shortage for full-time employment requiring post-secondary education that is unique to the institution's specific region.
 - \$500,000 over the biennium, or \$250,000 each year, for the **Z-Degree textbook** program. The funding is for four additional colleges or universities to offer the opportunity to earn a Z-Degree by the 2023-2024 academic year.
 - \$1.5 million in one-time funding for **student mental health awareness** (details below)
 - \$1 million in one-time funding to support **students' basic needs** (details below)
 - \$2.015 million over the biennium for the **system office**; \$1.008 million the first year, and \$1.007 million the second year
 - **Tuition** language that allows the Board of Trustees to increase tuition each year of the biennium up to 3.5%, and allows universities to adjust tuition to account for a reduction of online differential charges if the change is revenue-neutral.
- Membership (Tom Boylan)
 - People can sign up to be members online or through the paper form. Application fees are waived.
 - For the steward's credit line, the campus or the person who signs up gets \$50 if the individual signing up lists their name.
 - Kristy recommends having the individual let you know once the online form is submitted since the membership roster is not automatically updated until the quarterly release comes out
 - We need to continue to have conversations about this
- Nominations & Elections
 - We will revisit this at the next board meeting when more members are present
- Audit Committee (Jill Quandt, Lori Wynia, 3 VACANCIES)
 - Rachel, Kristy, and Tom R. volunteered to serve.
- *Old Business*
- *New Business*
 - ASF Teleworking Survey (Kristy Modrow)
 - St. Cloud state is drafting a survey for their members regarding their thoughts on teleworking. Management at St. Cloud initially said no teleworking would be approved, however they have since revised that for employees to stay home 1-3 days. Based on this, Kristy asked the board what their campuses' teleworking policies are. Tom Boylan stated that Metro has a reduced on-campus presence and classes are 20% on campus. has Tania stated that Winona is allowing for ADA accommodations or a hybrid work schedule which is approved based on supervisor discretion. Tom Reburn reported Moorhead had a general return date in early July, but employees can fill out a teleworking form. Lori Wynia reported that Southwest

will be all in-person this fall. ASF employees at southwest are often offices of one so they will likely have the requirement to be in person. Christian Breczinski reported that Bemidji has no new policy outside of what MinnState has and teleworking is based on a supervisor/employee basis. Tom R. and Christian noted that there is likely not going to be a unified voice from members on this. Rachel Sherlock reported that Mankato is following the MinnState policy and has a return to work expectation and that individual teleworking expectations are worked out on a supervisor/employee basis.

- Tracy discussed concerns with unvaccinated students and the rise of new cases and the Delta variant. Tom R. discussed enrollment concerns since students are choosing other colleges without social distancing requirements, Jillian talked about employee morale regarding return to work decisions since there are discrepancies between offices. Kristy noted that based on her enrollment numbers, students seem to prefer online options and asked the board what their enrollment experiences have been. Tom R. stated they surveyed their students and only 7% of students listed online/hybrid. Jillian noted that when she helps students register, the majority did not want online/hybrid courses. Tom B. asked if the system did any data collection. Tracy responded that it was based on each individual campus.
- MMB's telework policy came into effect July 1st. They received significant feedback, but they did not add any changes to the policy.
- System & State ASF committee appointments (Jill Quandt)
 - Please see system committees pages in the binder
 - Kate Noelke and Jessica Schulz were appointed to Academic Affairs Council
 - Amy Stalloch was appointed to the Tech Council
 - Abby Rittenhouse was appointed to the Post-Secondary Enrollment Option Workgroup
 - Ron Strenge and Holly Schuch were appointed to the Assessment for Course Placement (ACPC)
 - Ashley Atteberry was appointed to the Policy Council
 - Lori Wynia and Karen Qualey were appointed to the Online Strategy Workgroup
 - Rachel, Kristy, and Tom R. volunteered for Finance Committee
 - or nominations and elections committee.
- Release time for State President & State Vice President
 - Lori moved to approve, second by Tom B. Motion carries.
- 2021-2022 MSUAASF State Board quarterly meeting dates
- *System Council/Committee Updates*
- *State Meet & Confer Agenda Items (Friday, September 17 ~ 9:30-12pm)*
 - COVID update and teleworking
 - Equity 2030
 - Jillian asked who has seen Equity 2030 initiatives in their day to day job. Only half of the board has.
 - Christian noted that the system is not tracking students with disabilities as a part of Equity 2030.
 - Tracy will look at the notes regarding MNTC Goal 7
- *Good of the Order*
 - Please watch on your campuses for individuals who leave for WorkDay positions.
- *Adjournment*

- *Meeting adjourned at 11:39am*

Future Meeting Dates:

- **MSUAASF State Board Meetings (must be at least 14 days before State Meet & Confers)**
 - Summer: July 13-14 (State Board Training & Meeting)
 - Fall: Friday, November 5, 2021
 - Winter: Friday February 4, 2021
 - Spring: Friday, April 29, 2021
- **State Meet & Confer (9:30-12pm in St. Paul)**
 - September 17, 2021
 - December 3, 2021
 - February 18, 2022
 - April 15, 2022
- **State Board Online Meetings: 2nd Thursday of each month from 12-1pm**