Administrative & Service Faculty Meet & Confer Minutes  
March 14, 2013 • Somsen 106

**Attending:** Scott Olson, Connie Gores, Ted Reilly, Lori Mikl, Lori Reed, Tracy Rahim, Alex Kromminga, Brett Ayers, Chad Kjorlien, Nancy Peterson, Jill Quandt

Tracy opened by offering congratulating Connie Gores, who is leaving to become president of Southwest Minnesota State University

**MnSCU Procedure 1B.1.A**
ASF has submitted its feedback (received from one member) to Karen Northam President Olson asked for clarification that ASF input as a unit would be distinguished from that of it individual members Tracy Rahim acknowledged that unit versus individual feedback is being clearly identified and would continue to be so distinguished

**Human Resources / ASF Workgroup**
A workgroup is examining revising the development process and evaluation of fixed-term employees:
- The goal is to recommend a revised process by the end of the current academic year
- The group is comprised of Lori Reed and Sandy Reed from HR and six ASF members, including two in supervisory positions
- Tracy stated that she has been compiling processes used at similar institutions
- She further asked if administration would like to have a member on the workgroup
- President Olson responded that he would like to discuss it with Lori Mikl and Lori Reed before making a final decision on having a representative on the group

**IFO Proposed Regulations**
Administration provided notification of IFO proposed regulations 3-4, 3-4-2, and 3-18:
- The status and/or stage of the proposals was unclear, although Tracy suggested that they were simply drafts developed during IFO's February meeting; administration responded that they were not discussed at February IFO Meet and Confer and also believed they were drafts
- Tracy offered a reminder that curriculum and staffing changes must be brought to ASF
- Alex Kromminga suggested looking at weapons regulations to accommodate activities such as Outdoor Recreation
- He went on to observe that some policies are inconsistent among different entities on campus and should be made consistent
- Lori Reed offered that several groups are looking at changes in regulations related to civility

**HLC Committee Reorganization**
President Olson introduced IFO's proposed changes to the committee charge:
- He has expressed concern to IFO that its changes restrict the committee only to activities related to accreditation and not to overall university planning
- Nancy Peterson suggested that the next accreditation process will take another form and that IFO's revised charge would not effectively serve those changes
- Although the revisions must still go through the meet and confer process, President Olson suggested that if IFO's changes were adopted as they stand, he would advocate for a separate university committee to look at planning not related to accreditation
He went on to say that the accreditation process does not ask for ideas that transform the institution, and transformational ideas are his vision of this committee.

ASF expressed its disapproval of the proposed changes, with Jill Quandt adding that the new language could be viewed as devaluing the work of the committee.

Bargaining units other than IFO have not responded to the committee’s new charge.

Tracy asked if the majority of the bargaining units approve the committee’s charge as originally drafted, would administration go with a majority decision?

President Olson responded that this is IFO’s initial feedback on the committee’s revised charge and that he would further explore the process.

**Legislative Session Updates**

President Olson offered observations on the current legislative session and asked ASF for its input:

- The governor’s proposed budget is evolving with little evidence on how higher education may be affected.
- He expressed concern over the Winkler Amendment (HF 907), which would call for a 3-percent reduction in state funding in exchange for 3-percent tuition increases, saying that this model is not proportional when state funding is not 50-50.
- At its current operating budget, Winkler would cost the university about $1 million.
- The status of an FY13 bonding bill remains unclear; it’s rumored to be between $500-700 million if enacted.

Connie Gores introduced a spreadsheet showing several budget scenarios for the upcoming fiscal year:

- Current data shows our applicant and admitted students pool remains stable, although yield could be down based on housing deposits received – the rate of return compared to previous years is not growing at the same rate.
- Connie continued that the current scenario suggests that we could be down approximately 88 students.
- Alex asked if the economy was affecting commitments; Connie replied that this usually comes into play in the late spring.
- Tracy indicated that Student Senate discussions show that students are feeling the pinch of tuition increases and want specifics of what the money is being used for.
- Connie replied that MSUSA backed the 3-percent tuition hike.

**Pedestrian Tunnel**

This long-planned project seems to be moving forward following information received from the railway; work could begin as early as this fall. Administration showed an animated architect’s presentation of how the Winona and Johnson Street tunnels might look when completed. Jill asked that administration double-check that access is adequate in all cases.

**Plans for Interim Vice President of Student Life and Development**

Tracy asked about plans for the interim Vice President of Student Life and Development position, with the response that administration planned to meet later today to explore options. Tracy affirmed that ASF would like to be involved in decisions and searches for both the Student Life and Development and, potentially, the University Advancement positions.

**Regulation 5-2**

A group has been established to look at WSU Regulation 5-2 (affirmative action recruiting and hiring) in order to clarify its language.
Lori Mikl foresees the revised regulation being submitted to bargaining units for comment by this fall. Tracy reiterated that ASF remains interested in implementing and receiving feedback on fixed-term, emergency hire processes.

**Next Meeting**
The next Meet and Confer is scheduled for Thursday, April 11, at 9 a.m.

*Minutes submitted by:*
*Brett Ayers, ASF Secretary*
*March 18, 2013*