Attending: Connie Gores, Kenneth Janz, Scott Ellinghuysen, Lori Reed, Kate Parsi, Tracy Rahim, Tania Schmidt, Alex Kromminga, Nancy Peterson, Brett Ayers

Two items added to the agenda: travel card update; Athletic Department staffing

Great Colleges to Work For Survey
Lori Reed explained The Chronicle's process for distributing data gathered from the faculty/staff survey:
- Standard reports made available in late August
- Publication determines if WSU receives designation as “Great Place to Work”
- Cabinet plans to review report and new president will determine how to use it further

HLC Accreditation
Connie Gores addressed the composition of the HLC Advisory Committee:
- Formation of the committee is under review
- Committee is advisory to the president; he will consider the formation of the committee after his arrival
- Connie will provide updates as process moves forward

HLC accreditation report:
- Connie received the HLC final report on the evening of June 7, giving her little time for review
- A decision on how to proceed will be made following a thorough review
- Early indications are that the report raised three issues; at this time only two require action
- Information in the report may affect activities and messages for the new academic year welcome and Improvement Day

Alex Kromminga asked about the university's future strategic planning and process for continuous improvement:
- Connie responded that the incoming administration plans to address planning and improvement processes
- She asked those attending about their concerns
- ASF executive board members listed communication with bargaining units; information sharing about common issues between units; opportunities for professional and personal development
- Following discussion about employee development, the group agreed that opportunities could be broadened beyond those focused on teaching faculty development
- Ken and Lori noted that TLT sponsors resources open to ASF members and that HR has a small development fund
- Ken Janz suggested communicating opportunities through a standard location, such as TLT
- Tracy Rahim proposed forming a committee analogous to the Faculty Training & Development Committee
- Nancy Peterson remarked that training will be particularly important with the introduction of the online-only catalog

Food Purchase Process
ASF has held ongoing meetings with the Business Office to develop policies and processes:
- Scott Ellinghuysen noted that an agreement is in place with Target; uses a separate card
- Business Office is working with Walmart
They are working at developing clear and streamlined processes and policies; SMSU is also working on this and could provide a model

**Travel Cards**
Tracy noted that the travel card policy is unclear and remains a concern for ASF members:
- An ASF member, despite appearing to qualify, had recently been denied issuance of a travel card
- Scott responded that the current card and vendor do not mesh well with university systems;
- Program and alternate vendors are under review; goal for a solution is end of summer
- Scott will review denial of card to ASF member and possibility of issuing card quickly

**Access & Opportunity Grant Funding**
The four MnSCU Centers of Excellence and the “centers of excellence” under Access & Opportunity face different futures:
- Centers of Excellence (to which HealthForce Minnesota belongs) may see resources shift but they are still in effect
- A&OG is not really a “grant” – results and future plans are reported yearly; funds programs, activities, salaries
- A&OG has seen very miniscule increases in funding, but the future status is unclear
- Centers may be dissolved and their funds rolled back into A&OG
- Staffing for programs funded through A&OG depend on what funding covers; Program and length of service would be reviewed in event of budget decisions
- After much discussion, it was determined that institutions interpret A&OG differently; if it is considered external funding, base funding, etc.
- At WSU, 2-3 employees remain considered as externally funded through A&OG
- Connie agreed to follow-up and inform ASF where A&OG seems to be moving, how it’s evolving status will affect the group

**Staffing, Budget, Facilities Updates**
Scott noted the following legislative updates:
- Tuition increase up for second reading; WSU has proposed a 3-percent increase, the lowest in the system
- AFSCME and MAPE reached tentative settlement at 2-percent increases with steps; with “moderate” benefits changes

Facilities projects overview:
- Sustainability theme house to be completed in mid-July
- Speed tables installed on Mark Street to enhance safety
- Resurfacing along Johnson and King; behind Kryzsko
- Morey-Shepard renovations underway
- Sheehan tuckpointing and window replacement making progress
- Maxwell Field storm sewer repair combined with new scoreboard and observation tower on north end
- Underpass at tracks is moving slowly; hope for progress this fall
- Next fall plan $1.2 million in HEPR funds to renovate HVAC in the Performing Arts Center; renovation taking place in several phases
- Future capital projects will be considered and prioritized by the new president

Staffing updates:
- An offer was made to extend by six months the term of the Interim Dean of International Programs; it is unclear if the offer has been accepted; Connie agreed to follow-up on its status
- Ted Reilly has been named Acting Dean of the College of Education; an interim dean will be searched this fall

**Athletics Staffing**
New athletics director begins duties on June 11; he will examine the three currently open positions with the likelihood that one may need to be filled quickly and could be an emergency hire

Tracy noted that there could be a conflict in the duties of the acting compliance director, who is also an athletics coach – reviewing and rewriting the position may be necessary

**Next Meeting**
There is no ASF Meet & Confer scheduled for the month of July, 2012.

*Minutes submitted by:*
*Brett Ayers, ASF Secretary*
*June 11, 2012*