
President Tracy Rahim confirmed quorum and called the meeting to order. Meeting agenda introduced and approved by membership (TR).

Secretary's Report
Secretary Brett Ayers introduced minutes from November meeting; minutes approved with no revisions (TR).

Treasurer's Report
Treasurer Tania Schmidt reported a campus account balance of $1.00; Winona National Bank account balance of $1,325.15.

Gretchen Johnson, University Advancement, was welcomed as a new full-share member.

Vice President's Report
Vice President Alex Kromminga reported on Campus Evaluation Committee activity:
- The Athletic Training position lost its appeal to be classified at Range C and will remain at Range B
- The Associate Athletic Director position, which is currently filled as an emergency hire, has been recommended to remain at Range D

President's Report
Staffing updates:
- Two fixed-term positions in Inclusion & Diversity (now held by Xiao Vang and Joyce Walker) are being searched

Local Meet & Confer updates:
- Results from The Chronicle's “Great Colleges to Work For” have been received but the report has not been compiled; Cabinet will review over the break and report to campus after the first of the year (it is known that WSU did not make the “Great Colleges” list)
- The change of grade method has been modified, although the source of the modification is unknown; it will remain aligned with the withdrawal date and administration plans to look further into the origin of the modification
- The audit of WSU's financial statement was completed with acceptable marks
- A MnSCU strategic framework initiative will allocate $23,500 for proposals, which institutions must match; WSU will apply to create a learning community centered around Child Advocacy Studies

State Meet & Confer updates:
- Chancellor Rosenstone reported on MnSCU's budget request for the next biennium
- It focuses on increasing partnerships, enhancing PSEO, accelerating progress on retention and completion, and streamlining administrative costs (likely achieved through attrition)
• Privacy concerns about the NEOGOV system for managing searches were discussed, which will be investigated further
• Funding for Centers of Excellence will continue at their current base level for one year; following that, they must be self-sustaining
• Access and Opportunity funds are no longer used to finance three of the centers, but it is unclear how and where these funds have been re-distributed; ASF leadership plans to look into this to learn more

President’s monthly meeting with Human Resources:
• There was an extensive discussion about salary determination for those who are re-classified to make compensation more equitable; HR is adjusting its processes to review average salaries in each range
• Members who are rewriting position descriptions are again urged to consult with Sandy Reed or Alex before submission

New Business
Jill Quandt presented her SIA project, “Gathering Focus Group Data Regarding Student Motivation:"
• Investigated why students who are most at-risk underutilize tutoring services
• Students often perceive the need for tutoring as “embarrassing” or that “it will eventually get better”
• A connection needs to be made for them to come in – faculty, staff, peer encouragement

Ken Janz gave an overview of planning for the e-Warrior program:
• While it receives high marks from students and recent alumni, e-Warrior must continue to adapt and evolve
• The world increasingly uses specialized devices, the cloud for data access, e-textbooks, and its own devices
• For the next five years, WSU will likely provide both laptops and tablets to satisfy content creation and content consumption demands
• Students and faculty and staff will likely be issued two devices through the standard rotation
• The Mac/PC dual platform system will be continued

Rita Rahoi-Gilchrest presented the new General Education website (winona.edu/gep):
• It’s a one-stop-shop for students, transfer students, and faculty and staff
• Key pieces of University Studies will be rolled into the site since many students are still following that curriculum

Kari Seime and Rich Wheeler visited to invite input on contract negotiations:
• Should negotiations be settled promptly or should ASF wait to see how other bargaining units settle their contracts?
• Alex reasoned that IFO and 2-year faculty negotiations may be contentious and that by settling quickly, ASF could avoid some of the backlash from their demands
• Greg Peterson considered that ASF is owed goodwill from its previous concessions, leaving membership unhappy if it settles early and other units receive significantly superior offers
• General consensus from the group is a recommendation that ASF wait on a settlement, because it is felt that negotiations would not bring a “significant” offer

Old Business
The online search authorization was revisited:
A supervisor initiated authorization process of NOVs and forms is now online. Affirmative Action will not give final approval of the forms until the search committee has reviewed and recommended its revisions. No search can formally begin until a search committee has been formed. Jill added that the search committee may give its input at any point during the process.

Committee Reports
The Safety Committee will conduct internal building inspections in the coming weeks.

The Facilities and Finance Committee is scheduled to meet next on December 11.

The All-University Technology Committee is continuing conversations on the Digital Life & Learning program, what hardware it will offer, and the impact that it will have on campus.

The State Textbook Affordability Work Group met in November:
- It will focus on effective practices and options in lower cost models; business practices that might lower costs; and policy and procedural changes to lower costs.
- The group plans to implement a survey to gather data on activities in system campus bookstores.
- The group plans to deliver a recommendation report to the vice chancellor in January.
- Information about the group’s activities is at http://textbook.project.mnscu.edu/workgroup.

Search Committees
Director of RTTR – position offered to and accepted by Dave Wright.
Director of Outdoor Education – position offered to and accepted by Eric Barnard.
Director of International Services – files under review and finalists to be named next week.
Associate Director of Fitness & Wellness – interviews will be conducted soon.
Assistant Manager of Enrollment Services – phone interviews will be completed this week.
IPAR Director – NOV is complete and waiting approval.
Inclusion and Diversity Recruitment and Retention – NOV has been posted and approval of forms is pending.
Inclusion and Diversity Recruiter / Advisor – forms have been approved by Affirmative Action.
Provost / VPAA – the committee has met and ads will be placed by December 14.
Interim/Permanent Dean, College of Business – interim status will be extended by 12-18 months; search for permanent position is likely on hold.
Interim/Permanent Dean, College of Education – the interim position will be extended another 12 months; search for permanent position will likely be held.
Associate Director, Alumni Relations – committee has been formed, including Mollee Sheehan, Gretchen Johnson, and Deanna Goddard.

Meet & Confer Items
Status of Access and Opportunity funds.

The next meeting is on Tuesday, January 8, at 11:45 a.m. in Maxwell 158 and GL 135.

December meeting closed and adjourned (TR)

Minutes submitted by:
Brett Ayers, ASF Secretary
December 10, 2012