**ASF Meet & Confer Minutes**  
**December 8, 2011**

**Present:** Judith Ramaley, Nancy Jannik, Kurt Lohide, Sarah Olcott, Jenny Lamberson, Nancy Peterson, Kate Parsi, Tania Schmidt, Jill Quandt, Brett Ayers

1. **Regulation 3-4 Proposed Changes** - ASF shared with Administration that we are in favor. We shared that we discussed this for a while and we are looking at the big picture. We are acknowledging the opportunity to discuss big level changes at Meet & Confer.

2. **New Hall Naming Proposal** – ASF shared with Administration that we are in favor and we think it is a wonderful recognition of donors.

3. **International Committee** – This committee only met once last year and so far only once this year. ASF is hearing that issues are building up with both incoming and outgoing students involved in international programs. It is our hope that this committee will be active and not just a function of someone reporting. The Housing situation for international students is challenging. When there isn’t enough housing to go around, what is the priority? Cohort students come over in groups of 20-30. They are promised courses that we don’t have seats available in so the students need to scramble to get courses that may not transfer back to their home schools. When doing international advising it is hard to expect a new international student to seek a blue card from an instructor for a class. It can be a horrifying experience for the student. ASF encourages a recommendation to make this committee more active. The staffing issue in International Services has also still not been resolved. Nancy Jannik commented that the growth in International programs is good and we will need to address these issues. Kurt Lohide mentioned that he and Connie Gores have been working on housing issues. They have met several times with the owner of Fingall Hall and they are hoping to lease this property. There are no students listed on the International Committee on the website. ASF feels it is important to have students active in this committee.

4. **Proposed System Wide Withdrawal Deadline** – ASF asked for Administration’s thoughts on this issue. Administration has not discussed this issue yet because they just found out about it recently. It has not gone to Dean’s Council. Administration would like for ASF to share any identified implications. IAS has discussed the logistics. This was a student initiative but we don’t know what their motivation behind it is. This proposal wouldn’t necessarily result in a system wide common withdrawal date because community colleges go an extra week. If we change to an 80% date this will fall during our registration week. The date used to be a lot earlier. A few extra days doesn’t seem to result in a significant advantage for the student. Dr. Ramaley thinks we should probably oppose this proposal.

5. **Academic Standing Policy Proposed Changes** – Nancy Jannik reported that IFO recently presented this as an academic policy update. This is not a formal regulation so this will not go to all constituency groups. An ASF member was involved in working on this. Nancy acknowledged that this should have been shared with ASF but they did not know about it until it was brought up at Meet & Confer. They are looking for a quick turn around on feedback because they want to get this implemented ASAP. Faculty did not have any issues with this. The process for ASF notification needs to be worked on.
6. **Catalog Update** – Nancy Jannik reported that the catalog process is going to be done differently. Academic Affairs is currently responsible for the catalog. Nancy Peterson will be taking the lead on this project. In the past they have hired a consultant. This year we have purchased a software package. The timeline and back office work will be different. A message will be sent out about the changes. What faculty will be doing will be similar to what they did in the past. Starting in January they will have meetings to get input. The new catalog normally comes out in the summer. But, by April registration we will still be using the old catalog but will need new materials on the General Education program. Admissions is rethinking how they use the catalog. They may now use a folder with common material on one side and student specific information on the other. ASF mentioned that advisors use the catalog a lot. We recommend inviting a wide variety of people to give input. Ultimately this change should make life easier but there will be a transition process.

7. **Budget Update** – Kurt Lohide reported that the recent economic forecast was good news by our standards. The $500 million shortfall has turned into an $876 million surplus. But take this with a grain of salt. This will relieve our pressure to do further layoffs and cuts. The economic forecast that is more widely used by the Governor and others is the one that will be coming out in February so we need to wait and see. We still feel we need to hang on to some reserves for the next biennium. There is a structural deficit in the state budget because things were fixed with one time money that won’t be there in the future. The current base shortfall is $1.3 million. WSU has saved $60,000 in utility costs. This has been transferred to the R & D budget. We have recently spent money on new desks in the PAC and there are a lot of other projects going on. WSU is guarded over the economic news that came out. We have had so much bad news in the past that it is hard to accept good news. Regarding the pots of money available, Administration will be working on the RFP process over the holiday break. This will be led by Ken Janz. Info will be put on the website. WSU is doing an inventory of all classrooms on campus regarding IT and classroom conditions. We should be able to get a lot done over the next year. The Theme House’s new steel roof is done. It should last forever. When it is no longer in use it can be recycled. The garage is gone and paint is being removed inside and out. Southeast Technical carpentry students are working on the house and cabinets. The architects need to get us the final design then we will hire a general contractor to everything that the Southeast Technical students can’t do. The bid will go out after the first of the year. The roof also has daylight tubes. These are sort of like skylights that bring daylight down into the building. There is geothermal heating and cooling in the house. Rainwater will be collected to irrigate. On the front porch there will be a grass roof. Students seem excited about the project. The theme of the house will be sustainability and geared toward students pursuing the new sustainability minor. The house will be handicapped accessible. There will not be an elevator but there will be first floor bedrooms and bathrooms. A new hire has been made for the Campus Planner position. Patricia Bremer will be starting after the first of the year.

Respectfully submitted by,

Jenny Lamberson  
ASF Secretary  
December 8, 2011