ASF Meet and Confer Minutes
December 9, 2010
9 am / President’s Office

In Attendance: Judith Ramaley, Sally Johnstone, Ken Janz, Connie Gores, Vicki Decker, Brett Ayers, Alicia Reed, Jim Schmidt, Tania Schmidt, Kurt Lohide, Jill Quandt, Scott Ellinghuysen, Lori Reed, Cathie Logan

1. Staffing/Personnel Changes or Restructuring that directly involve or impact ASF positions—new ongoing agenda item
   a. Rochester Business Solutions Director—we understand this externally funded position is not being filled. Are there any implications for ASF members?
      1. The position is not being refilled. Some of the duties are dissipating, while others are being handled by a part time AFSCME position who will handle logistics such as setting up rooms.

2. National Student Scholarship Committee. Nancy Peterson is the current Institutional Representative for the various scholarship committees. Now that this is an IFO committee, a different Institutional Representative should be designated so they can call and participate in meetings of the committee.
   1. ASF indicated that it would be difficult for the committee to function as intended without a designee. ASF was assured something is in the works for making sure a faculty member takes over the duties Nancy once held.

3. Inclusive Excellence, Affirmative Action and Title IX Compliance Committee. Since this combines several committees, what will the committee composition be? How many ASF representatives will be on this committee and will there continue to be Ex Officio members?
   1. Dr. Ramaley indicated she would be discussing this with Lori Mikl and hoping to get us an answer by January Meet and confer.

4. Budget Update (ongoing agenda item)
   1. Prior to this Meet and Confer Dr. Ramaley sent out her Budget Announcement. Much of the information she would share during meet and confer was sent publically via that announcement.
   2. Kurt Lohide continued the discussion by indicating the budget forecast was still mixed. There would be no unallottment for FY11, however, FY 12 and 13 had a slight worsening of projections. It could go from a $2.5 million shortfall to $3.8 million. We were able to add to our reserves to buy time in FY 12.
   3. The table agreed that we are running out of options for revenue building and budget cutting. We will continue to focus on ways to increase enrollments and target specific student populations. There is a 3-piece process being deployed:
      1. Review of University Studies
      2. Modification of existing programs
      3. Retrenchment mode
   4. The university is focusing on updating and modifying university programs such as the University Studies program. There are also department merges and program reviews being done to understand their costs and perhaps build efficiencies.
5. If the worst case scenario happens and layoffs and retrenchments occur, all parties must be ready to identify positions. ASF respectfully reminded administration that ASF has already had a layoff notice which was not publicized.

5. Proposed use of funds for Residence Hall projects
   1. Due to a good bidding environment and efficiencies, there is a $4 million surplus from the newly constructed Residence Hall buildings. Revenue funds can only be used for residence Halls.
      1. $3.5 million will be put towards needed deferred maintenance projects on existing residence halls
      2. $500,000 will be invested in a new “theme-house” using a current structure and modifying it for residence hall students under a specific theme. Sustainability may be the theme. Student will be part of the planning process.

6. Proposed credit card pilot program
   1. US Bank is contracted provider for the travel cards. Business Office is securing a cross-section of employees to test the system. They anticipate 25 people for a campus-wide training as a pilot program.

7. Suggested updated PDF and PIF regulations.
   1. ASF did vote this week to change our constitutional bylaws regarding Professional Improvement Funds, and we have suggested language for Regulation 3-16 to match those changes (see attached). We did remove the language about matching the IFO deadlines as was suggested at last month’s Meet and Confer. As we discussed last month we are also suggesting the elimination of the Agreement of Use of the Professional Improvement form.
   2. There was a discussion that the FY in which the funds be spent would be expected to be spent in the current or next fiscal year. Provost Johnstone will work on a final form of the regulation using our suggestions.

Respectfully submitted by,

Tania Schmidt