

Administrative & Service Faculty Meet & Confer Minutes
December 10, 2015 • Maxwell 158

Attending: Scott Olson, Patricia Rogers, Scott Ellinghuysen, Denise McDowell, Ken Janz, Lori Mikl, Lori Reed, Julie Erickson, Tracy Rahim, Alex Kromminga, Sarah Olcott, Brett Ayers, Charlie Opatz, Kate Parsi, Alicia Reed, Chad Kjolrien

Action items from meeting:

1. *Bring forward ASF recommendations for Priority Registration for Student Parents*
2. *Consult with MnSCU HR on possible unit reclassification of Security Director position*
3. *Name task force for Exceptional Achievement Award implementation and funding*
4. *Identify representatives for Digital Citizenship Task Force*

Draft Policy on Policies

ASF membership supported a motion to approve the Draft Policy on Policies and recommended that it move forward; welcomed by administration and process will continue to move forward

Priority Registration for Student Parents

The executive board informed administration of its support in general for Priority Registration for Student Parents, with recommendations that a task force be formed to determine processes around implementation; specifically, how “student parents” will be defined, legalities of using financial aid information to identify those who qualify, etc.

In addition, ASF recommends initial implementation as a 3-year pilot project with careful assessment to determine the initiative’s effects on retention

Administration feels the program is important to students, and will bring ASF recommendations forward

Security Director Search and Interim Plans

Concerns were expressed to administration over the status of the Security Director search, and planning to fill responsibilities on an interim basis

While search authorization has been pulled by MnSCU to examine classification, the WSU search committee is continuing its work with interviews still scheduled for mid-January

President Olson plans to address the position with system HR and recommend that it remain within ASF
In the interim, Scott Bestul will serve as interim director and the current graduate student will remain in his position

The executive board informed administration that the State Board would likely challenge a reclassification if it came back from MnSCU as unclassified in a different unit

Exceptional Achievement Incentive Awards

The executive committee recommended to administration that processes be established for awarding and administering the program; it was suggested that a small task force be appointed to coordinate and initiate the program

Charting the Future Implementation

Five forums or meetings with bargaining units have been held on implementing Charting the Future; feedback is currently being collected

From this, key initiatives and projects will be identified for implementation at WSU

President Olson suggested that the current state budget surplus could make it a good time for a major initiative or special request, such as replacing ISRS

Digital Citizenship

A task force is being proposed to discuss appropriate use of technology tools on campus, specifically, to be charged with developing definitions for digital citizenship, recommend how its aspects will be incorporated into the curriculum and community, and provide recommendations to Cabinet Administration proposes that two ASF members be appointed to the task force
The proposal will be brought to membership at its next meeting

Travel Identification for Minnesota Residents

With Real ID requirements scheduled for implementation sometime in 2016, WSU employees and students who use Minnesota drivers' licenses for flight identification may face issues (Minnesota has not adopted enhanced drivers' licenses as mandated by the federal government)
Enhanced licenses can be obtained at selected Minnesota DMV offices for a small fee, although extensive documentation is required; a passport or passport card can also be used
For questions, refer to Julie Erickson in the Business Office

Updates from Administration

Facilities:

- Pedestrian tunnel work has been buttoned up for the winter; bids for finish work are coming in
- COB sales and finance lab work is on schedule for completion in time for the spring semester
- Planning is ongoing for those displaced by Education Village construction
- Acquisition of houses in the Education Village and baseball field areas continues
- The master plan timeline has been pushed back; when this work is complete administration will next look at residence hall planning'
- Initial concept drawings for the Laird-Norton Building have been received

Budget:

- The university's Composite Financial Index (CFI) is lower due to new accounting guidelines on defined benefits, but remains among the highest for MnSCU institutions
- New entering freshman applications and housing deposits look promising at this point, making the FY17 budget outlook more positive

Administrative searches:

- VP for University Advancement on-campus interviews are currently taking place
- AVP for Academic Affairs candidate recruiting is underway
- Liberal Arts Dean candidate recruiting is underway

Minutes submitted by:

Brett Ayers, ASF Secretary

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