Administrative & Service Faculty Meet & Confer Minutes
June 9, 2015 • Somsem 213

Attending: Scott Olson, Ken Janz, Ted Reilly, Barb Oertel, Lori Reed, Tracy Rahim, Alex Kromminga, Sarah Olcott, Brett Ayers, Charlie Opatz, Chad Kjorlien, Alicia Reed

Action Items from meeting:
1. Inform SIA Committee of application process and deadlines (Administration & SIA Committee Leadership)
2. Send reminder of SIA proposals to ASF supervisors (Administration)

Credit for Prior Learning Task Force Recommendation
Administration was informed that the Credit for Prior Learning Task Force report and recommendation to define and develop policies was approved by its membership

Diversity Task Force Recommendation
Administration was informed that the recommendation by the Diversity Task Force to split the Title IX / Inclusive Excellence Committee was approved by membership
Membership also approved the proposed makeup of the two committees

Email Security and Archive Status
The planned purge and archiving of retiree and emeriti emails is in place and continuing to move forward
Old accounts and data in Task Stream and Qualtrics are also a security risk and are being cleaned up
The plan to archive employee emails has been delayed by a shift of resources to secure other data breach sources and implement security measures, as directed by MnSCU; it is now scheduled for implementation in Spring 2016
Star ID rollout will probably take place in Summer 2016, although this system also has potential security issues that need to be resolved

Special Initiative Awards
The executive committee reminded administration of the SIA process and timeline; administration will remind the committee of the process and timeline
Human Resources will forward a reminder of the process and deadlines to all ASF supervisors

Updates from Administration
Facilities:
• Railway underpass work is proceeding and on schedule, with the first phase to be completed on August 20
• The RFP to renovate the Laird-Norton Building is out; the opening is planned for Winter/Spring 2016 with the building to be called the Laird-Norton Center for Art & Design
• Acquisition of property continues in the Winona Street/Sarnia and Education Village areas
• Plans for the baseball field remain unclear; several options are being explored
• On Sunday, June 14, WCCO will broadcast a story on the Cal Fremling
• Work on the COB labs in Somsen is delayed due to finding space for IT; it remains to be scheduled for opening this fall
• The PAC renovation is on schedule
Budget:
- Tuition is proposed to increase by 3.5-percent for FY16 only and is pending a board vote; the surplus this will generate will offset the projected deficit in FY17

Enrollment:
- Fall enrollment remains slightly down, less than 1-percent, while summer enrollment remains down about 9-percent from the previous year; this may be attributed to less summer course offerings

Legislation:
- It is unclear if the special session will take up bonding, although the Education Village project is well situated on the priority list
- The status of funding for new transfer legislation is unclear

The MMB Respectful Workplace Policy was also noted by administration, which noted that either the MnSCU policy will be adopted or an on-campus policy will be developed
It’s more likely that an on-campus policy will be developed, along the offering of training modules and a possible re-convening of the Civility Task Force

Minutes submitted by:
Brett Ayers, ASF Secretary
June 11, 2015