Administrative & Service Faculty Meet & Confer Minutes
December 15, 2014 • Maxwell 158

Attending: Scott Olson, Scott Ellinghuysen, Ernie Hughes, Ken Janz, Karen Johnson, Barb Oertel, Lori Reed, Tracy Rahim, Alex Kromminga, Sarah Olcott, Brett Ayers, Kate Parsi, Jill Quandt, Chad Kjorlien

Reg. 3-16 (Professional Improvement Funds), Reg. 3-17 (ASF Sabbatical Leave) Revisions
Cabinet has considered revisions and approves ASF’s proposals for 3-16 and 3-17 as submitted

Cyber-Bullying Initiative Response
ASF presented President Olson’s request for recommendations at its December meeting
Suggestions including support for Housing & Residence Life’s programming and rolling information into new student orientation classes
Karen Johnson noted that the Winonan published a story on a cyber-bullying victim which misrepresented university efforts; Karen has prepared an overview of university initiatives which ASF executive board recommended submitting to the Winonan for publication
Sarah Olcott noted that she had been invited to join a working group to look at the issue

Institutional Research Sharing with RCTC
With the departure of RCTC’s director of research, Eri Fujieda has been asked to consult on possible needs and future direction
Administration met with RCTC leadership last week but the scope of WSU’s role is not yet clear; talks will continue to pin down the relationship
It is not yet known if an interagency agreement for ongoing services will be needed
ASF asked administration to keep in mind that additional responsibilities should be compensated

Hanover Research Contract
When asked about prior successes, Ernie Hughes responded that the group had been responsible for $3 million-plus at his previous institution; Hanover had worked not only with grants but also research and institutional planning
He views Hanover’s role as adaptable to WSU’s needs and accessible to all groups, not only faculty
Goal is to use the first year as a trial period to see if the relationship is made sustainable through funding revenue
Consulting costs in the first year will be funded with carry-forward

Changes in All-University Committee Membership
Student Senate has proposed adding two student members to the Art Collection Committee and for representation to rise from four to six students for the Lyceum Committee
President Olson supports both recommendations with the ASF executive board concurring
A broad-ranging discussion followed on the definition and role of All-University Committees and various work groups and task forces, with the agreement that all of these groups’ work affects the community but “all-university” can be reasonably construed to mean representation from all constituents
Updates from Administration

Facilities:
- Education Village – final contract with design firm still under development with delays due to issues with MnSCU program manager
- Donation of the Laird-Norton Building continues to progress; planned use is for gallery and art storage space
- Campus master plan – interviewing firms this week
- Work on the railway pedestrian tunnel is scheduled for mid-summer
- COB marketing and sales labs – design has been approved; goal is to complete work in time for the beginning of the Fall 2015 semester

Budget:
- Scott Ellinghuysen distributed a financial metrics overview, noting that the Composite Financial Index was down this fiscal year due to BESI payouts, although this should improve university financial standing in the long-term

Administrative searches:
- AVP, International Education – interviews have been completed and recommendation expected shortly
- Associate VP, WSU-Rochester – campus interviews currently taking place
- VP, Enrollment & Student Life – interviews scheduled for early February
- Executive Director, HealthForce MN – offer has been extended and should be accepted shortly

The next Meet & Confer is scheduled for Monday, January 12, at 9:00 a.m.

Minutes submitted by:
Brett Ayers, ASF Secretary
December 16, 2014