Administrative & Service Faculty Meet & Confer Minutes  
February 10, 2014 • Somsen 213

Attending: Scott Olson, Pat Rogers, Scott Ellinghuysen, Gary Evans, Nancy Jannik, Karen Johnson, Lori Mikl, Tracy Rahim, Tania Schmidt, Brett Ayers, Nancy Peterson, Chad Kjorlien, Jill Quandt, Charlie Opatz

PIF Regulation Revision
Tracy Rahim informed administration that the proposed revisions to PIF guidelines had been approved by ASF membership
President Olson responded that although the changes do not directly affect other bargaining units, he would notify them as a courtesy
Pat Rogers will forward the updated process for posting on the website

University Regulation Revisions
Tracy notified administration that Reg. 2-13: Procedure for Naming Buildings, Sites, Common Areas, and Rooms, had been approved with the recommended change to move “theaters” to “Needs Consultation” list
President Olson observed that this is a procedure, instead of a regulation
He further noted that several space namings are coming up, including Haake Hall, Holle Arboretum, and the facilities plant
The question was asked on how to handle recognitions that are requested to remain anonymous; it was generally agreed that ASF could be informed through a private notification of the ASF president, who would then offer approval or request further consultation
An informal discussion followed about docking for the Cal Fremling Floating Interpretive Center; several options are being explored

Student Life & Development Structure
Tracy notified administration that a membership survey and discussion had shown overall support for the Vice President-Dean of Students-Executive Director structure for Student Life & Development
She further requested participation in ongoing discussions about the structure, and expressed strong support that Enrollment Management and Student Life continue their representation in Cabinet
President Olson recommended that discussions about the structure begin after a vice president is retained
He went on to say that we are not far away from a consensus on an administrative structure and that a search may begin shortly
If the search is not completed by the end of the fiscal year, the current interim structure could be continued, or, an interim vice president could be appointed
There has been no feedback from other bargaining units on a proposed structure

ASF Employee Development and Evaluation
The executive board requested that review of the pilot employee evaluation process be moved to later this spring
Lori Mikl noted that only two or three positions have completed the new process, and agreed that review should be extended
President Olson will discuss and seek agreement from Cabinet
English Language Center at Bemidji
Tracy requested information on how this collaborative effort will be structured administratively
Pat Rogers responded that positions would be searched and staffed through WSU, similar to the WSU-Rochester model
Finances will be tracked specifically to ELC-Bemidji to control and track budgets

Regulation and Process Revisions
Administration informed the board that a short-term task force is being formed to streamline, clear up, and remove anachronistic university regulations and processes
The task force will also define policies, processes, and regulation and develop a tracking system to monitor responsibility for regular review
Representatives on the task force will likely include two per bargaining unit, plus an undergraduate and a graduate student

System Metro Planning
President Olson updated the board on upcoming planning and ideas to increase 4-year options in the metro area:
- Increase the role of Metro State University
- Develop a collaborative center for existing colleges and universities
- Permit 2-year schools to offer baccalaureate degrees
- Affiliate 2-year schools with 4-years to offer degrees

These and other ideas are still in the early phases of discussion

Facilities Updates
The university is looking at ways to increase graduate options for WSU-Rochester; spaces are being considered to accommodate graduate programming
Kryzsko renovations are on schedule to be completed in June
WSU continues to work with the city on relocating the baseball field to Lake Park
Legal negotiations continue to tie up the railway underpass project
Movement on the Education Village goes on; bonding for the initial phase was included in the Governor’s recommendations; the university continues to negotiate land acquisition
Negotiations on land acquisition continue to replace parking that will be taken up by the underpass project
Designs are being looked at for the COB sales and finance lab; the goal is completion for Fall 2014
Temporary staging options are being investigated for Johnson Auditorium, and discussions with the benefactor for other upgrades to the space are ongoing

The next Meet & Confer is scheduled for Monday, March 10, at 2 p.m.

Minutes submitted by:
Brett Ayers, ASF Secretary
February 15, 2014