

## **MSUAASF Representative Summary 2017-2018 for University Shared Governance Committees and MSUAASF Committees**

### **University Shared Governance Committees:**

**Academic Standing Committee:** The purpose of the Academic Standing Committee is to review extenuating circumstance reinstatement appeals. The committee will include (at minimum), 1 Student Relations Coordinator, 1 Faculty Association representative, 1 MSUAASF representative, 1 student representative, and 1 academic administrator, who serves as Committee Chair.

1 member, 2-year term

1. Deb Schulz (2nd Year)

### **ADA Advisory**

1 member, 1-year term

1. Trudy Kunkel

### **Assessment and Evaluation Sub Meet**

1 member, 2-year term

1. Kasey Linde

**Budget Sub Meet and Confer:** Finance and Administration presents current University and MnSCU budgetary information for discussion. Meets one day a week from Sept-April.

2 members, 1-year term

1. Jean Clarke
2. Mark Constantine

### **Board of Trustees Professional Excellence Award for ASF Campus Selection Committee:**

Review local nominations for the Professional Excellence Award in cooperation with 3 members of management to recommend two candidates to the President for campus nomination for the MnSCU Board of Trustees Professional Excellence Award. Time Commitment: Reviewing nominations and meeting with the committee to discuss nominations (usually 1 meeting before February 15th)

2 members, 1-year term

1. Rich Wheeler
2. Briana Williamson

**Calendar Committee:** Discusses and recommends calendars for upcoming fiscal years.  
1 member, 1-year term

1. Nikki Stock

**Campus Evaluation Committee (CEC) Rep:** The task of this committee relates to reviewing salary range.  
1 member

1. Margaret Hesser
  - a. In Training: Kasi Johnson

**Commencement Ceremonies Committee:** Coordinates the graduation ceremonies.  
2 members, 1-year term

1. Alexis Paladini
2. Rich Wheeler

**Employee Recognition Committee:** A cross bargaining group responsible for planning employee recognition programs.  
3-6 members, 1-year term

1. Chelsea Skluzacek
2. Marie Worrell
3. Sarah Linehan
4. Maddie Smart

**Extended Learning Sub Meet:** Provides input to Extended Learning on policies, procedures and direction.  
1 member, 1-year term

1. Kelsie Garry

**Fellowships Advisory Board (FAB):** To support the Office of University Fellowships' activities and help fulfill its mission of providing high-ability students with opportunities to apply for prestigious national and international awards and resources to compile competitive applications.  
1 member, 3-year term

1. Marie Slotemaker (2<sup>nd</sup> Year)

**Global Education Advisory Council:** The Council is charged with promoting the University's commitment to cultivate global perspectives in the classroom, on campus, in the community, and through cross-cultural and international experiences. Its activities include identifying short-term and long-term goals for internationalizing Minnesota State Mankato based on both the University's Strategic Priorities and the Strategic Plan for Global Education. The Council is also responsible for recommending and developing criteria and processes for proposed international partnerships and activities. The term of service is two years.

2-year term

1. Jessie Mancilla (1<sup>st</sup> term)
2. Erica Johnson (1<sup>st</sup> term)
3. Brice Matthews (1<sup>st</sup> Term)
4. Steven Powell (1st Term)
5. Guadalupe Quintero (1st Term)

**Graduation Ceremonies (walkers):** Represents MSUAASF among the marching faculty at commencement.

Multiple members, 1-year term

1. John Bulcock
2. Deb Schulz
3. –
4. -

**Honors Council:** Provides input on Honors Program.

1 member, 2-year term

1. Jason Westman (2<sup>nd</sup> Year)

**Learning Beyond the Classroom Steering Committee:** Charge of the committee will be to create, assess, and modify, as needed, what is being suggested as two phases of a pilot project.

1 co-chair, 2 members, 2 year commitment (Committee Exist between 2016-2018)

1. Erica Johnson, co-chair
2. Shirley Murray
3. Bill Tourville

**Nominations and Elections Committee:** Calls for nominations and conducts balloting for the election of officers in the spring.

2+ members, 1-year term during election year

1. Kristel Seth
2. Rich Wheeler

**Parking and Transportation Advisory:** Aids in the development of campus parking policies.

1 member & 1 alternate, 1-year term (the alternate can make motions during meetings but can only cast a vote when the prime rep is unavailable or elects not to vote)

1. Alexis Paladini (voting member)
2. Trudy Kunkel (alternate)

**Parking Appeals Board:** A representative and a proxy are needed to represent MSUAASF on a Board that hears parking violation appeals. Meetings are typically held 1-2 times per month.  
1 member & 1 by proxy, 2-year term

1. Jodi Malecha (2<sup>nd</sup> Year)
2. **VACANT** (proxy)

**Planning Sub-Meet and Confer:** Reviews long range planning goals and objectives for the University.  
1 member, 1-year term

1. Wendy Schuh

**Policy Consultation and Approval:** Coordinate policy review and approval process for the University.  
1 member, 1-year term

1. Deb Schulz

**President's Commission on Diversity:** Advises the President on diversity issues and makes recommendations for enhancing campus diversity, climate, and inclusion.  
2 members, 2-year term

1. Lenny Koupal (2<sup>nd</sup> Year)
2. Karen Anderson (1<sup>st</sup> Year)

**President's Commission on the Status of Women:** Advises the President on issues that impact women and makes recommendations for improving the status of women on campus.  
2 members, 2-year term

1. Ginny Walters (2<sup>nd</sup> Year)
2. Rachel Tanquist (1<sup>st</sup> Year)

**Professional Development:** Generally plans the annual Professional Development Day and other related events throughout the year.  
Multiple members, 1-year term

1. Hannah Bendroth
2. Bobbi Urban
3. John Bulcock
4. -

**Professional Improvement Funds:** Reviews PIF funding applications for professional travel and activities. Sabbatical-related issues may also be discussed. Group meets at least three times/year.  
3 members, 1-year term

1. Nikki Stock
2. Kristel Seth
3. Jennifer Parker

**Safety Committee:** Actively promotes and pursues safe work conditions, areas, and methods for all employees, students, and guests to the University.

1 member, 1-year term

1. Wendy Schuh

**Student Conduct Board:** Three to five MSUAASF members serve on the University Judicial Board to hear alleged violations of the Statement of Student Responsibilities that could result in suspension or expulsion, if substantiated. Training required, along with anticipated 1-2 hearing panels per term.

1-year term

1. Greg Wilkins
2. Jodi Ward
3. Beth Claussen

### **Technology Roundtable**

1 member, 1-year term

1. Bobbi Urban

**University-wide Environmental Committee:** Advise the University President and the University Community on environmentally friendly practices and sustainable facilities and practices.

1 member, 2-year term

1. Matthew Carlson (2<sup>nd</sup> Year)

## **Supports Shared Governance and MSUAASF**

**Grievance Officers:** Assists MSUAASF members with contractual concerns. Group will meet 2-4 times per year for ongoing training, coordination, and to “on-board” new Grievance Officers.

Current Grievance Officers:

1. Shirley Murray (MSUAASF Grievance Officer Coordinator)
2. Rich Wheeler (State Grievance Officer)
3. Sara Granberg-Rademacker
4. Margaret Hesser
5. Oscar Gonzalez
6. Kristel Seth
7. Jamie Van Boxel

**Legislative:** Keeps membership aware of legislative activities impacting the university and the bargaining unit.

1 member, 1-year term

1. Melissa Iverson

**Membership:** Promote full membership in MSUAASF.

Multiple members, 1-year term

1. Amy Mukamuri (convener)
2. Ginny Walters
3. Tracy Stokes-Hernandez

### **MSUAASF Committees:**

**Constitution Committee** (2017-2018 Only). Update MSUAASF Constitution. Update President and Treasurer Duties to match state constitution. Complete prior to MSUAASF 2018-2020 Elections.

1. Sara Granberg-Rademacker
2. Kristel Seth
3. Rich Wheeler
4. Logan Campa

**Internal Audit Committee:** Review the previous fiscal year's MSUAASF budget, itemized revenues and itemized expenses by October 1. The time commitment for this role should be minimal, 1-2 hours per year. The committee needs to have at least 3 full share members, one of whom needs to be a local MSUAASF officer. Our local treasurer will serve as a non-voting, ex-officio member.

1. Exec Team Member: Jamie Van Boxel
2. Todd Pflingsten
3. Kelsie Garry
4. Ex-Officio: Current MSUAASF Treasurer (Kristel Seth)

**Social Committee:** A 3-5 member group charged with organizing MSUAASF social activities throughout the year. It is anticipated that there will be a minimum of 1 social event per semester. 3-5 members, 1-year term

1. Sarah Linehan (Convener)
2. Hannah Bendroth
3. Maddie Smart