

## **MSUAASF Representative Summary 2019-20 for University Shared Governance Committees and MSUAASF Committees**

### **University Shared Governance Committees**

Shared governance committees are counted as work time within a 40 hour pay period.

#### **ADA Advisory**

1 member, 1-year term

1. Debra Schulz

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

1 member, 2-year term

1. Ken Adams (2<sup>nd</sup> term)

**Budget Sub Meet and Confer:** Finance and Administration presents current University and MinnState budgetary information for discussion. Meets once a month from Sept-April.

2 members, 1-year term

1. Katie Hodgden
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 MinnState 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. Kristel Seth
2. Rachel Tanquist

**Calendar Committee:** Discusses and recommends calendars for upcoming fiscal years.

1 member, 1-year term

1. Ginny Walters

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

1 member/1-2 alternate(s)

1. Kasi Johnson
2. Shirley Murray, Alternate
3. Margaret Hesser, Alternate

**Commencement Ceremonies Committee:** Coordinates the graduation ceremonies.

2 members, 1-year term

1. Jill Krosch
2. John Bulcock

**Employee Recognition Committee:** A cross bargaining group responsible for planning employee recognition programs.

3-6 members, 1-year term

1. Alexis Paladini
2. Corrie Eggimann
3. Becky Gwinn
4. Chelsea Skluzacek

**Extended Learning Sub Meet:** Provides input to Extended Learning on policies, procedures and direction.

1 member, 1-year term

1. Wendy Schuh

**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. Oscar Gonzalez

**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-4 members

1. John Engquist (2<sup>nd</sup> term)
2. Erica Johnson
- 3.
- 4.

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

Multiple members, 1-year term

1. Julie Snow

2. John Bulcock

**Honors Council:** Through the Honors Council, faculty and staff contribute to the development of the Honors Program while advocating for academic excellence throughout campus. The Honors Council is co-chaired by the Honors Program Director and the Dean of Graduate Studies and Research. It meets once per month during the academic year.

1 member, 2-year term

1. Jean Clarke (2<sup>nd</sup> term)

**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. Shirley Piepho (voting member)
2. Jeremy Riesenber (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. Jeremy Riesenber (2<sup>nd</sup> term)
2. Jodi Malecha (Proxy (2<sup>nd</sup>term))

**Planning Sub-Meet and Confer:** Reviews long range planning goals and objectives for the University.

1 member, 1-year term

1. Mike Altomari

**Policy Consultation and Approval:** Coordinate policy review and approval process for the University.

1 member, 1-year term

1. Elizabeth Whitcomb

**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. Alissa Morson-1<sup>st</sup> year
2. Lindsey Beyer-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. Lindsay Smith (fulfilling 2<sup>nd</sup> term for Maddie Jarmoula)
2. Antonia Yenser

**Professional Development:** Generally plans the annual Professional Development Day and other related events throughout the year.

Multiple members, 1-year term

1. Sarah Frazier
2. John Bulcock
3. Becca Duban

**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. Jennifer Parker
2. Antonia Yenser
3. Julie Snow

**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. Beth Claussen
2. Greg Wilkins
3. Kenneth Reid

**Technology Roundtable**

1 member, 3-year term

1. Bobbi Urban (3<sup>rd</sup> term)

**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. Wendy Schuh (2<sup>nd</sup> term)

## **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. Mel Iverson
8. Mandy Weister

## **MSUAASF Committees**

ASF Committees are union business, and are not to be counted in a work week. Encourage committees to meet during lunch breaks, etc.

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

1 member, 1-year term

1. Sara Granberg-Rademacker

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

Multiple members, 1-year term

1. Sarah Frazier
2. Julie Snow
3. Jill Krosch

**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. Rachel Tanquist
2. Kristel Seth

**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: Mandy Weister
2. Ex-Officio: Current MSUAASF Treasurer (Marie Slotemaker)
3. Sara Granberg-Rademacker
4. Todd Pfingsten

**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. Marie Slotemaker
- 2.
- 3.
- 4.
- 5.

**Webmaster:** Updates the MSUAASF webpage.

1. Jean Clarke

**Ad Hoc Workgroups**

Advising Workgroup- Ginny Walters

Common Bell- Gina Maahs-Zurbey

Tobacco Grant- Kristel Seth

Student Success Roundtable-Jean Clarke