

MSUAASF Representative Summary 20-21 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. Margo Druschel

Assessment and Evaluation Sub Meet

1 member, 2-year term

1. Jeff Pool

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. 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 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 member needed

1. Kristel Seth
2. Deb Schulz

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

1 member, 1-year term

- Committee meets every 3 years. Will not meet 2020-21 No rep needed.

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

1 member/1 alternate

1. Shirley Murray
2. Kristel Seth, Alternate

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

3-6 members, 1-year term

1. Becky Gwinn
2. Alexis Paladini
3. Chelsea Skluzacek

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

1 member, 1-year term

1. Jennifer Chelstrom

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-2nd term

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-2 members

1. Dan Benson
2. Greg Wilkins

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

Multiple members, 1-year term

1. John Bulcock
- 2.

Need one additional member

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. Alexis Paladini

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. Jesse Heath
2. Greg Wilkins, 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, 1-year term

1. Jeremy Riesenber
2. Jodi Malecha, proxy

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

1 member, 1-year term

1. Jennifer Chelstrom

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

1 member, 1-year term

1. Liz Steinborn-Gourley

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 member needed

1. Lindsey Beyer-2nd Term
2. Jennifer Parker 2nd Term (finishing out term for previous ASF member)

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. Antonia Yenser-2nd Term
2. Lindsay Smith-2nd Term

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

Multiple members, 1-year term

- 1.
- 2.
- 3.

Need members

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. Jennifer Parker
- 3.

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. Michelle Forliti

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.

1-3 members, 1-year term

1. Beth Claussen
2. Greg Wilkins
3. Jeremy Reisenberg

Technology Roundtable

1 member, 3-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. Michelle Forliti

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. Note: Would like to increase diversity of our stewards to serve the needs of all our members.

Current Grievance Officers:

1. Shirley Murray (MSUAASF Grievance Officer Coordinator)
2. Sara Granberg-Rademacker
3. Margaret Hesser
4. Oscar Gonzalez
5. Kristel Seth

Committee Selection

6. Mel Iverson
7. Mandy Weister
8. Margo Druschel

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. Carolyn Nelson

Membership: Promote full membership in MSUAASF.

Multiple members, 1-year term

1. Liz Steinborn-Gourley
- 2.
- 3.

Need additional members

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.
- 2.

Need members

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. Todd Pfingsten
4. Mel Iverson

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.
- 2.
- 3.

Need Members

Webmaster: Updates the MSUAASF webpage.

1. Jean Clarke
2. Katie Hodgden, Alternate

Ad Hoc Workgroups

- Common Bell- Gina Maahs-Zurbey
- Student Success Roundtable-Jean Clarke
- School of Global Studies: Erica Johnson
- School of Applied Agriculture-Ken Adams
- School of Applied Science/Polytech-Kathleen Ferrero
- School of Library and Learning workgroup-Ginny Walters
- Alignment of Advising Reporting Structure and Resources-Shirley Murray

Return to Learn Action Teams and Pandemic Operations and Tactics Team

Student Learning: Academic/Curriculum/Course Offering Strategy

- Ginny Walters

Student Life: Campus Life Strategy

- Sarah Frazier

Employee: Return to Workplace Strategy

- Mandy Weister

Financial Strategy

- Deb Schulz

Communications/Marketing/Enrollment/Advancement Strategy

- Antonia Yenser

Partnership/Cont. Ed. and Cust. Training/Comprehensive Workforce Solutions Strategy

- Tammy Boehlke

Pandemic Operations and Tactics

- Wendy Schuh