

**Minnesota State University Association of
Administrative and Service Faculty Meet & Confer
Thursday, September 4, 2025 | 1:15 – 2:45 pm
CSU 238**

The following notes are provided as a way for the MSUAASF Meet and Confer representatives to communicate conversations that occur at Meet and Confer with membership and to concur with administration summaries of points discussed. They are not reflective of exact statements shared in the meeting and are not meant to serve as a transcript. Any members with questions can reach out to their ASF Meet and Confer representatives for clarifications. The previous month's notes are reviewed at Meet and Confer by all attendees to ensure the overall essence of the meeting was captured and updates can be made accordingly when necessary.

Meeting Chair: ☒ MSU President: Edward Inch ☐ Alissa Morson

Attendees:

<input checked="" type="checkbox"/> Amy Cooney	<input checked="" type="checkbox"/> Linda Meidl
<input checked="" type="checkbox"/> Shauna Elbers	<input checked="" type="checkbox"/> Michelle Moosally
<input checked="" type="checkbox"/> Jill Fischer	<input checked="" type="checkbox"/> Henry Morris
<input type="checkbox"/> Tressa Flo	<input checked="" type="checkbox"/> Alissa Morson
<input checked="" type="checkbox"/> Anne Gillespie	<input checked="" type="checkbox"/> Sergio Salgado
<input checked="" type="checkbox"/> Lindsay Henderson	<input checked="" type="checkbox"/> Sheri Sargent
<input checked="" type="checkbox"/> David Hood	<input checked="" type="checkbox"/> Kristel Seth
<input checked="" type="checkbox"/> Edward Inch	<input checked="" type="checkbox"/> Sam Steiger
<input checked="" type="checkbox"/> Brian Jones	<input checked="" type="checkbox"/> Liz Steinborn-Gourley
<input checked="" type="checkbox"/> Joe Kmietch	<input checked="" type="checkbox"/> Travis Thul

Guests: Jennifer Veltsos, Linda Alvarez

Documents Referenced in the Meeting:

Found on THE FOUNTAIN: ASF Meet and Confer [September 2025](#)

AGENDA

Meeting Chair – President Edward Inch

1. Standing Items:

- A. Welcome & Introductions
 - Introductions all around
- A. Reorder/Additions
 - None noted
- A. Review of Prior Meeting Notes
 - None noted
- A. MSU President's Report **[Edward Inch]**
 - Welcome back, and we are back. Budget updates coming. Trustees approved 8% tuition increase, which is good news for us. We were given an exception because we were re-banding. 2nd lowest tuition in the state after Winona State.
 - ◇ Continue to break records with retention – speaks to curriculum, faculty, student support service, and campus environment. Retention above 80% is a big deal.
 - ◇ Budget: 1/3 is state resources. The state of Minnesota had a budget surplus but the requests were greater than the surplus – we were reduced. Was a challenge, but tuition and retention helped us. FY 26 will still be a 'thin' year, but not our worst case scenario. This year is a bonding

year. We have had some interest by local legislators, and we are hoping for traction for our Armstrong Hall project.

- ◇ Divisional Budget asks – 202 Million Budget overall. VPs given targets for their areas. Task is to try to do no harm to current people/position/workforce – keep everyone currently here if we can, but to try to save costs via position holds, etc. Once we know the impacts, we will do final adjustments.
 - ♠ We don't know impacts of healthcare costs
 - ♠ We don't know about Union contracts yet
- ◇ Good news: Community and alums are very engaged. Record-breaking year in advancement. Endowment high. Majority of endowments support the arts or student scholarships and allow us to off-set some of our expenses. Rural mental health clinic is at capacity, and we are looking to grow that. Launched the Innovation Gateway, funded by private funds.
- ◇ Moment to remember Gina Maahs-Zurby.

A. ASF President's Report [**Alissa Morson**]

- Happy to be here, but this message is not as happy. ASF members are shouldering a lot. Information vacuum, lack of information is causing anxiety, and erodes trust. We want to truly find a collaborative spirit. Want to get more engagement from everyone here. Members do not feel well informed from their VPs. ASF should not be the party responsible for passing this information on to our members. We want to see more information from VPs.
- Many ASF members are a student's first contact and are a big part of our retention. This long summer has impacted morale. We hope we can work together with VPs to make decisions and understand the impact. Not asking for guaranties. We are asking for a genuine partnership with leadership. We want to help navigate the challenges and want to do so in full partnership. We would like to hear more from VPs in depth.

A. Acting Vice President Student Affairs & Enrollment Management [**Brian Jones**]

- Serach update – Director of Orientation and Family Programs underway
- Thanks to all ASF members who helped with Move-In week. Appreciate all the work. Fun to see ASF members in their element.
- Thanks also to ASF members who were integral to summer orientation and to KIC for their work with INTL students.
- MSU Reporter – celebrating their 100th year Anniversary!
- Communication to Students – where and how are we communicating? Not a done deal but excited about the successful integration of the Engage platform with Mav Life app. Student orgs, volunteer apps, chat platforms, etc. New combined tool – download newest version of Mav Life app which includes RSOs, campus events, Handshake, Campus Maps, etc. Hope that it will help with student comms generally. Excited to have it become a mechanism in how we help improve our communication with students.
 - ◇ VP Morris question: Will it share information broadly to students similar to how faculty/staff use the Fountain? B Jones: Yes, it can. It's different than the Fountain but it will be an option for comms to students.
 - ◇ Get information to Dr. Jones if you want to add information to the app/send comms.
 - ◇ Liz SG: comment: Grateful for the comms updates.
- Regarding Alissa's comments: Feels like we will get some detailed info in this meeting for budget

2. **Discussion Items:**

A. Questions from Administrative Reports [**MSUAASF**]

- None noted.

B. Budget Update [**Anne Gillespie & Edward Inch**]

- Fatigue in Financial Services as well. First year of trying to close the University books in Work Day – still challenging. How do we work together with the level of ambiguity in Work Day to make the best decisions? Work Day stabilization big priority for her staff. System Office is asking for high level audits. Work Day tickets have not been answered for 8 months.
- Positive budget items – Heaper Funding received, tried to hold on equipment, etc., to save budget. We will hold on big purchases until we are in a better financial situation.
- Allocation model didn't change – there is an inequity in the amount of funding we receive from the state, because we are more successful. We are a better value than most. A third of our revenue comes from the state, and we will continue to rely on this. She will share much more about our allocation model so that we are all informed.
- Tuition task force – focusing this year on Online programs, non-residents (lost reciprocity with SD and lost 50 students, which is a big hit for us), we want to be even more competitive with our pricing in select areas. Also looking at graduate programs and differentials. Don't want to be so complex that we can't explain it to students and that we can't easily bill for it.
- Tuition increase – 8% increase but also bumped our band to 13 plus credits. However, students have actually paid less over the last few years because FA increased, particularly for high-need students via NorthStar promise. We were capped at 8%, but received more than system average of 5%. Increased grad programs 3.4% but did NOT increase non-resident tuition at this time (see note above re: tuition task force).
- Estimating a 202 million dollar general fund budget. Got to the reductions from mostly via non-personnel and equipment, etc. Still don't know about benefit costs. But some good news on enrollments.
- BESI offers – not sure which will be reallocated and what will be considered savings. Still finalizing that part of the budget.
- Questions? Still a lot of moving parts, don't want to do pre-emptive cuts so still trying to make smart decisions.
 - ◇ Linda M question: Able to Share how many BESIs were from which area? Sheri will get the data.
 - ♠ 32 BESIs offered, 21 accepted:
 - a. 13 AFSCME
 - b. 3 IFO
 - c. 1 ASF
 - d. 3 MAPE
 - e. 1 MMA
 - ◇ Jill F. question: BESIs will generally impact next year's budget more so than this year's budget? AG: yes.
 - ◇ Linda M. question: BOT and Leadership retreat to discuss the larger financial sustainability of the Minnesota State system? President Inch: Yes, not the only agenda item but a big part of that retreat. System will be addressing the best way to allocate funds so that all institutions can be sustained. President Inch does not think our system accounts for variances between four-year and two-year system. Revenue Off-set spreadsheet – indicated how much we give back of every dollar raised. We are the highest at 62% and four years are all above 50%. Essentially, right now, the State System has made it sustainable for the 2-year schools to survive, but harder for the 4-year schools. The model worked so hard to make sure that every institution can stay afloat, it loses sight of institutions that are growing and being successful. If we (ASF) has time, look at the budget allocation sheet. President Inch would like ASF input.
 - ◇ Liz SG question: When will budgets be disbursed for this fiscal year? Anne G: targets they have but are struggling with getting it into Work Day. Divisions know their targets and should be able to share that.

- ◇ Kristel S question: Still hasn't gotten her budget, outside of Work Day, she has not gotten feedback from her supervisors/VPs. Michelle M: Division heads in AA have their information, and leadership will follow up on this – people should have it.
- ◇ Linda M comment: information is not trickling down, even outside Work Day.
- ◇ Linda M comment re: BOT Retreat convo: do we really need all the many campuses? President Inch: Discussion of possible restructuring. Want to discuss how do we create a system that supports students best and is sustainable. Many questions may be on the table. Each institution offers online programs, need to take the bigger picture view. Kristel S footnote: cost of collapsing program could lose regional connections, access to grants, etc. Pres Inch: Good point. Seems to be an agreement that what we are doing now isn't working great so anticipates a lot of brainstorming.
- ◇ Liz SG question: From IFO special meet and confer, heard it was announced that 40 positions across the University will also be impacted (not just ASF roles, correct). How will VPs be informing their areas? Pres Inch: Correct, not just ASF. BESI numbers are not included in this. He asked VPs to review their portfolio and share out. Timeline for sharing? Pres Inch: asked VPs to share out by the end of fall 25.
- ◇ Kristel S. comment – please address the budget conversation at Town Hall.

3. Information Items:

A. Mavericks Doing Amazing Things **[VP Reports]**

- Maverick Career Fair – Largest in Minnesota! **[Travis Thul]**
 - ◇ October 7, University's first multi-campus/multi college Career Expo. Over 200 employers. Please engage with those folks. Will be located in the Fieldhouse and possible overflow in BB arena concourse.
- Record-Breaking Fundraising Year **[Amy Cooney]**
 - ◇ Very grateful for ASF union. Her staff fundraisers are mostly ASF and are transformational to the work.
 - ◇ First time our endowment has crossed over 100 million. Helps to support our University mission. Partnered with FA 2.9 million in scholarships.
 - ◇ End of the year fundraising was 34.4 million. Up from 15.2 from last year, and up from 8-year average of 11.6 per year. Call outs to COB Maverick Innovation Gateway funders/project; CSET grew with 'gift in-kind' support – software gift in kind support was dramatic. Software directly impacts our students' success. Final area: Planned giving was 5.5 million. And, non-governmental grants saw big increases. Exciting time to support our mission. Recognize the team as you see them. Currently also have four ASF positions open and looking to fill. Please share.
- Innovative Academic Programs **[David Hood]**
 - ◇ Launched 3 new Bach degrees
 - ♠ Robotics
 - ♠ BS public policy
 - ♠ BS dietetics combined with a 4+1
 - a. Lindsay H – move from 3+2 to 4+1 language
 - ◇ Grad programs
 - ♠ MS Crim Justice – online
 - ♠ MS AI
 - ♠ MPH – dietetics, health and nutrition
 - ◇ 5 new cert programs.

B. Hubbard Building Update **[Travis Thul]**

- We are moving out of the Hubbard building. Vacating by Nov 15. Reach out to facilities if you are interested in furniture, etc. Will be relocating personnel to main campus, mainly in the CDC. Working with Space committee on the relocation of the Small Business Development Center.
- C. DEI Listening Sessions Update [**Henry Morris**]
- Focus of sessions: How do we respond to what's coming out of DC?
 - ◇ We are not a federal agency, so we don't respond directly to federal executive orders. We are a state agency and respond to our Governor and Chancellor. There has been a reinforcement that Equity 2030 remains a priority.
 - ◇ Changing demographics from the 1970s. 35 years ago DSOC were 3.5%, now 19%, INTL was 2% and now 11-12%.
 - ◇ So how do we hold conversations for moving forward? VP Morris, trying to be proactive and have conversations in a thoughtful way to plan a path forward to continue to be successful.
 - He hopes ASF is supportive of the conversations. Info will go through M&C. Not sure of outcomes. May decide to make changes if deemed necessary. Challenging time for many personally. Want to figure out how to best move forward. Our DEI programs and staff are looked upon as a leader in the system.
 - Timing of these sessions? Who are they for? Will be open to everyone, and info will be shared via The Fountain.
 - Comments/questions:
 - ◇ What are we waiting for? Can we be more proactive by acting? VP Morris – to clarify, we have not stopped doing anything, these conversations are more about our future.
 - ◇ Some positions have already been held, but what is the structure of the listening sessions? VP Morris – positions on hold more due to budgetary situation, but he is not aware of anything that has been stopped workwise, etc. He believes we are still doing our work.
 - ◇ Is the purpose of listening sessions to determine what we keep doing? Pres Inch: The purpose of the sessions is to discuss future strategy broadly. Are we positioned well for strategy and how we want to advocate?
 - ◇ Listening sessions are for whom? If there were students who wanted to join, how do we protect students who want to participate so they are not individually identified? VP Morris – are currently trying to protect students and they will think on that.
- D. HLC Accreditation Cycle Update [**Jennifer Veltsos**] **Time Certain – 1:30 PM**
- HLC site visit – Monday October 13, Tuesday, October 14 – Memorial Library. They will decide who they want to talk with. End of September more info coming.
 - Policy cycle opened. Email notification sent and posted on The Fountain. Let Jennifer know by Sept 19 if we want to add a policy to the cycle for review this year.
 - Academic Program Teachout Plan – will include comms plan for students and academic department plans. Let Jennifer know if we have any questions.
- E. Changes to 1B.3 Policy & Procedure [**Alvarez & Sargent**] **Time Certain – 1:45 PM**
- Linda Alvarez, Title IX director. Updates on system policies regarding sexual
 - ◇ System Policy 23 – updated to Sexual misconduct policy – more broad now.
 - ◇ System procedures changes – Last change happened in 2020 to match federal regulations. Revisions to the procedure mean we no longer need to go through the AOJ state system, and we are bringing the process back to the campus level. At the campus level, we will have a few roles to fill: **Hearing Administrator** (these are admins designated by the president); and **Process Advisors**: people who are there to support individuals through the hearing process. They will be recruiting people from our current employees for Process Advisors. System office will provide some training. Will also offer campus level training. The Fountain will have interest forms. Please share with people you think might be interested.

- ♣ Kristel S question – Process Advisor, how might this overlap with ASF Steward work? For ASF employees, it would still be the Steward that they would be able to have as part of the process. Would only be a Steward instead of a Process Advisor. It's possible that ASF Stewards should to the training. Sheri/Linda will look into this.
- ♣ Jill F question – Process Advisor – volunteer or paid? Volunteer and would need supported by supervisors, etc. Likely impact might be one case a year to minimize the impact on their work.
- F. Update on Teach Out Plans for Suspended Programs **[Michelle Moosally]**
 - Teachout plans – lots of work done in summer. Amy Staloch sending out comms to students. Advising teams worked on individual student plans. Thought we would have teachout plans by Sept 1, but communicated today to all impacted students that Teachout plans are in progress, and can expect them around mid-September. Some depts have communicated already, and want to put the record out there – will send individual student plans.
- G. Mid-Semester Start for Undergraduate International Students **[Will Coghill-Behrends]**
 - Presented by Alissa Morson – Perhaps people have heard about visa challenges INTL students are experiencing. Process modified this summer. If approved, students go into a secondary vetting and that timeframe could be two weeks to two months or more. So, based on that and history, they made the decision, with many people in this room, to do a mid-semester start for some INTL students.
 - ◇ Program will begin on Oct 15/16 – move in. Shortened orientation on Oct 17. Oct 20 begin 12 credits of courses, 8-week timeframe. Mandatory study sessions and counseling supports to help them succeed. Are hearing anecdotally that visas processes taking a very long time. Working also with students who they thought would come by Aug to move them to Oct start.
 - ♣ KIC is hopeful to bring in btn 20 -30 in October, will continue sending updates out.
 - ♣ Excited and impressed with the campus spirit on this idea.
 - ♣ M Moosally- only down about 14 total (INTL) which is incredible given the climate.

4. Administrative Reports **[See Teams Site for Written Reports]**

- A. ITS Update **[Joe Kmiech]**
- B. Finance & Facilities Update **[Anne Gillespie]**
- C. Enrollment Update **[Brian Jones]**
- D. Administrative Services **[Sheri Sargent]**
 - a. vacancy list and any held positions
- E. Diversity, Equity & Inclusion **[Henry Morris]**

Closing - meeting adjourned at 2:45pm. Will move items not addressed to next meeting.

MSUAASF Meet & Confer Follow-Up Questions, Thoughts or Concerns from MSUAASF members or eligible members can be directed to: MSUAASF President: Alissa Morson, Alissa.morson@msu.edu

2025-26 Meet and Confer Dates

<i>September 4, 2025</i>	<i>October 2, 2025</i>
<i>November 6, 2025</i>	<i>December 4, 2025</i>
<i>January 29, 2026</i>	<i>February 26, 2026</i>
<i>March 26, 2026</i>	<i>April 30, 2026</i>