

**MINNESOTA STATE UNIVERSITY ASSOCIATION
OF ADMINISTRATIVE AND SERVICE FACULTY MEET and CONFER
December 4, 2008, 1:00 – 2:30 P.M., CSU204**

AGENDA

Meeting Chair – President Davenport

I. Information Items

- A. Approval of Minutes from Previous Meeting
- B. MSUAASF President's Report
- C. MSU President's Report
- D. VP Student Affairs Report
- E. Policies Presented for Informal Review (Informal Review runs from November 13, 2008 – January 26, 2009.) Copies of the policies may be accessed at: <http://www.mnsu.edu/acadaf/policies/>
 - 1. Revised Policies
 - a) Alcohol and Other Drugs
 - b) Locks, Keys, and Electronic Access Control
 - c) Data Practices (formerly "Student Records")

II. Action Items

Comments on Policies Presented for Informal Review which started on October 31 and ends on December 4, 2008, and includes the following policies: (Margaret Hesser at 1:45 p.m.)

- A. Revised Policies Presented for Informal Review
 - 1. Undergraduate Satisfactory Academic Standing: Probation and Suspension
 - 2. Post-secondary Enrollment Options
 - 3. Bicycles
 - 4. Rollerblades/Skateboards/Bicycles and Personal Assistive Motorized Devices
 - 5. Protection of Human Subjects in Research
- B. New Policies Presented for Informal Review
 - 1. University Sponsored Education Abroad Programs
- C. Current Policies Presented for Elimination as University Policies
 - 1. Abandoned Bicycles (content incorporated into revised "Bicycles" policy)
 - 2. Cell Phone Personal Use (content prohibited by new MnSCU Board of Trustees policy)
 - 3. Letterhead (recommended for divisional policy status as part of the Graphic Standards Manual)
 - 4. Faculty Availability for Office Hours (partially included in the IFO contract)
 - 5. Greek Community Alcohol (recommended for divisional policy status)

III. Discussion Items

- A. Human Resources (LL)
 - Classified / Unclassified Position Openings
- B. Budget Update (RS)
 - Update on Cost Containment Website
- C. Enrollment Management Update (SO/PSH)
- D. E-Application Issues (PSH)
- F. Emergency Response Update (LL/PSH)
- F. Great Place to Work Task Force Update (LL/SO)
- G. Bullying Survey Update (LL)

Spring Meet and Confer Meetings

<i>January 22, 2009</i>	<i>1:15 – 2:45 p.m.</i>	<i>CSU 204</i>
<i>February 5, 2009</i>	<i>1:15 – 2:45 p.m.</i>	<i>CSU 204</i>
<i>March 19, 2009</i>	<i>1:15 – 2:45 p.m.</i>	<i>CSU 238</i>
<i>April 9, 2009</i>	<i>1:15 – 2:45 p.m.</i>	<i>CSU 204</i>
<i>May 7, 2009</i>	<i>1:15 – 2:45 p.m.</i>	<i>CSU 204</i>