

# FACULTY ASSOCIATION MEET AND CONFER

Thursday, February 05, 2009

3:00-5:00 p.m.

CSU 204

(Administration Chair/ Faculty Agenda)

## NOTES

**Faculty:** Don Larsson, chair, Jim Grabowska, Paul Hustoles, Mary Visser, Chris Corley, Debra Anderson, Anne O'Meara, Jim Petersen, Daniel Toma, Becky Schwartzkopf, Jessica Schomberg, Jackie Lewis, John Seymour, Mary Bliesmer, Candace Black, Abdalla Battah

**Administration:** Richard Davenport, Scott Olson, Lori Lamb, Bryan Schneider (for Marilyn Delmont), Rick Straka, Patricia Swatfager-Haney, Michael Fagin, John Winkworth, recorder

**Guests:** Brian Paulsen, Pat Lipetzky

President Davenport called the meeting to order at 3:06 p.m.

### 1. Information Items

**a. Reorder/Addition**—President Davenport: Bryan Paulsen will be here at 3:30 p.m. to discuss the Campus Master Plan. I wish to recognize the important contributions of Professor Betty Young, a long-time faculty member in Family Consumer Science, who passed away earlier this week.

**b. FA President's Report**—FA President Don Larsson: I wish to acknowledge the loss of both Professor Betty Young and former faculty member, Evelyn Hatfield. Next Friday there is an IFO MnSCU Statewide Meet and Confer. I have received a number of calls concerning our budget challenges. I will defer the remainder of my comments until later in the agenda.

**c. MSU President's Report**—President Davenport: I attended the Presidents' Leadership Council this past Monday and Tuesday. The possibility of an additional unallotment was discussed. There were discussions about the 60/120 credit limit. The MnSCU Board of Trustees is recommending a new bill to rescind the current bill. This issue seems to be more of a party-line issue. My sense is the Republicans do not have the votes to repeal the bill. There is good news for us with capital projects. Our proposed Allied Health building received the highest score in the first tier of new projects. Many of these capital projects may be influenced also by the passage of the federal stimulus package. FA President Larsson: Where do we stand on the 60/120 credit limit issue? Where do we go from here? Provost Olson: Our campus group is meeting next week to talk about where we go from here. While the Board is uncertain about the best direction, the System office people do not seem to be accepting programs that exceed the 60/120 limits.

**d. MSU Provost/VPAA Report**—Provost Olson: There still are good things happening on campus. We continue to be a place where we look for global solutions. Betty Young did good things in Zimbabwe. We have three students from the Mechanical Engineering program who are going to Ghana to implement a project they developed. As part of our new Honors Program, we plan to implement a pilot project in the fall with some 20 students drawn from our Presidential Scholars. Recall that our top budget priority is to recapture funds to restore lost instructional positions. We must keep and preserve instruction while at the same time preserving as much as we are able to do the other good stuff we do. We need to avoid the death spiral. We need to be aware of the importance of instruction and generating credit hours. Please remember

to complete the Core Value survey. Despite what may have been written in the local newspaper, there is no plan to use university money to build the proposed Women's Hockey Center. As for a location, current plans call for using a space south of the free lot. VP Swatfager-Haney: In response to questions on CRM (i.e., Customized Recruitment Model), the system has gone out with a RFP that would tie in student recruiting with the Integrated Student Records System (ISRS). Hobson was selected and it has a good product. This should give us a head start on student recruitment. On another matter, we are changing student move-in day to Thursday, August 20th. This will be better for student adjustment to campus life. FA President Larsson: What is the timeline for the search for the Registrar position? Vice President Swatfager-Haney: We are hoping to get the request to the Cabinet in the next two weeks. We will be conducting a national search. We will be calling for participation from of all bargaining units. Provost Olson: There is a new search software process that is close to being implemented. This is a place for problem solvers. Our faculty response to the challenges has been positive and focused, primarily because of the FA's leadership. FA President Larsson: Thank you and I also wish to acknowledge the strong participation of the student leadership (MSSA).

**e. Human Resources Topics**—Provost Olson: The monthly administrative position notices have been distributed electronically. Next year's academic calendar once again includes classes on Veteran's Day (Wednesday, 11 November 2009) but is a holiday for classified personnel. This means classified personnel will not be available on that day. When we discussed this issue in the past, the FA recommended classes on that day primarily to preserve the integrity of class lab scheduling. We also remind you of viewing the Code of Contact modules that is an expectation of State employees. I recall an idea of your FA Vice President who suggests this might be an appropriate activity at the department level. We are asking all employees to take the 30 minutes required to take the modules.

## 2. Action Items

**a. Policy Review**—Provost Olson: All policies have completed the informal review. The formal review for all policies this year will begin on February 13, 2009 and conclude on April 10, 2009. Policies may be accessed at <http://www.mnsu.edu/acadaf/policies/> within the "Policies under Review" section.

## 3. Discussion Items—

**a. MnSCU/Legislative Relations**—President Davenport: There appears to be some softening on the resistance to a higher tuition level. The Board seems fixed on a 3% increase in tuition. FA President Larsson: We had a meeting with three local DFL legislators, Kathy Sheran, Kathy Brynaert and Terry Morrow. They recommended that our message on the impact of budget reductions needs to be translated for the public. While they did not rule out tax increases, they believe in this climate it will be a hard sell. They are concerned with what we are doing in the STEM disciplines. One other point I would like to mention concerns data in the governor's presentation which states that only 40% of our budget is dedicated to instruction; this is a concern of the IFO.

**b. Master Planning**—Bryan Paulsen: Let me begin with a little bit of history. In 2006 we began working on the development of a master plan. We held a number of open meetings and meetings with various groups in order to identify a vision. In 2007 we started to develop a detailed plan. The Master Plan is a five-year document, functioning as a living, working

document that continues to change. It serves as a road map that needs to be constantly questioned. There are quite a few hot buttons that we have identified including a pedestrian campus, a green campus, a consolidated campus, and a “walkable” campus. At the same time there is a concern about how are we going to expand the campus. The System Office asks us to develop both a five-year plan and a twenty-year plan. What do we want the campus to look like in 20 years? The plan I bring to you today hasn’t changed a lot over the recent years. (He showed the group a campus map of the most recent twenty-year plan). The new College of Business building is in Lot 4 with an adjacent parking facility. Another new facility is the Allied Health building that is placed east of Ford Hall in the Trafton Science Center. President Davenport: While I admit to being initially opposed to the use of this location, I have come to support this location which would be an important part of a life science corridor. Bryan Paulsen: We have also focused on what is needed for a pedestrian-friendly campus. We envision eliminating all but emergency and service traffic from the west peripheral road and replacing it with a Nicollet Mall-type of approach. Also we want to start to emphasize the north/south access of the campus and put in more student benches and stopping places while removing some of the concrete structures. Another piece of the five-year plan is to improve the pedestrian cores as well as the housing core and the academic core. The twenty-year plan calls for the removal of Armstrong Hall which presents the challenge of relocation of the occupants and functions. Then there are the campus edges: south and north. We have been working with transit plans including those of the City. There will be a transit study authorized in the near future. We anticipate the establishment of a transit hub somewhere on campus. A parking ramp, because of the cost, will require federal funding. We have looked at three possible sites: near the Performing Arts Center, in the southeast corner of the campus, and next to the College of Business building. President Davenport: This is going to be a spectacular campus! FA President Larsson: Winterization of the campus is important. Bryan Paulsen: We need to make sure we connect the buildings.

**c. Budget and Planning Process**—Vice President Straka: The relationship of budget planning to enrollment management strikes me as a good topic for next town hall forum. While we added sections during this current year, there has not been any overall growth in enrollment. FA President Larsson: Some of the Enrollment Management parameters have changed. While a year ago we were looking for ways to increase our enrollment, now we are working to identify budget savings targets that will reduce enrollment. Provost Olson: The growth in faculty FTE from 2000 to 2008, as you can see in this graph I am passing out, is strongest in probationary positions and not in adjunct and fixed-term. FA President Larsson: Thank you for these data, this is helpful. Vice President Straka: We anticipate that planning details for 5% will be posted about the first week of March along with new statewide forecast. We’ve asked the divisions to come up with reduction pools so we can choose and be strategic in our budget adjustments. FA President Larsson: I agree we need flexibility. I have heard that in the Student Affairs division departments have been asked to look at a 15% reduction. Vice President Swatfager-Haney: This is correct. FA President Larsson: The FA believes in the importance of preserving faculty positions and instruction. At the same time we are interested in working on ways to how best deal with reassigned time. Vice President Straka: I hope this is a once in a lifetime deal. FA President Larsson: It would no doubt be helpful to make the Legislators aware of our local campus efforts. We need to listen to student voices. What about the feedback process? Vice President Straka: Shared governance is critically important to the feedback process as are town hall forums, the sub-meets and confer, our web sites, etc. We will take all the input and

synthesize it to arrive at our approach. FA Vice President Grabowska: Do you think the final reduction will be in the range of 6-8%? Vice President Straka: It is so hard to know anything for certain, but yes, I believe the end result will be in that range. FA Vice President Grabowska: Do you anticipate any additional unallotment? Vice President Straka: That is possible but I hope we have enough flexibility to manage it centrally. FA President Larsson: Is our campus reserve at risk? Vice President Straka: I hope not. This would be a destructive move. FA?: Does tuition await Legislative action? Vice President Straka: I am thinking in late March to mid-April we should have a pretty good idea about our tuition. Provost Olson: In terms of a strategy for posting courses for fall enrollment, we suggest including course sections like normal but include an appropriate number of courses with an enrollment limit at zero; I believe this is FA President Larsson's recommendation. FA President Larsson: Yes, but there is some potential downside in the loss of enrollment. I highly recommend coordinating what departments do with the Student Relation Coordinators.

**d. Online Courses**—Dean Lipetzky: I am passing out a report that focuses on online enrollment. Summer session continues to grow. Packaged course enrollments are increasing. FA President Larsson: Can you characterize the nature of the packaged courses? Dean Lipetzky: The first program was non-profit leadership. A course in medical terminology has been quite popular with students. FA?: What determines whether a course is online or packaged online? Dean Lipetzky: This decision is up to the department. The course completion rate is determined by Institutional Research. President Davenport: The FYE for the last academic year was 450 FYE, or some 3% of our total FYE. The Governor's proposal is for 25% of System FYE to be generated by online courses. That is over eight times our current level. This is a huge challenge. There has been no consultation with system personnel as far as I know. FA Vice President Grabowska: Is that 25% at each campus? President Davenport: It is 25% for the system. FA?: How many students passed the course? Dean Lipetzky: We do not have that data in the current 2008-09 year. Online courses are funded mostly by departments. Arts and Humanities generates the most credits during the academic year followed by Allied Health and Nursing. The course completion rate is +90%ile. In comparison with other MnSCU campuses, we come in third although we have the largest % change in enrollment. In terms of demographic dispersion, most of our enrollments are clustered in Minnesota. FA?: If students begin by taking courses online, when do they need to be formally admitted. Dean Lipetzky: Students may take up to 16 undergraduate credits, or up to 12 graduate credits, before they are required to be formally admitted. By way of non-credit programs, there are two programs: Certified Financial Planning and the National Forensic League. Please email all questions to me. Thank you.

**e. Great Place to Work**—Provost Olson: Dean Miller will be coming around to meet with departments to discuss related topics.

**f. Bullying Survey Update**—Provost Olson: A summary report is being prepared.

**g. Safety Procedures**—FA President Larsson: We have a number of questions concerning campus safety issues and how they are being coordinated including the safety committee, faculty involvement in safety procedures and faculty training. Vice President Swatfager-Haney will come back with a response.

**h. Oracle Conversion**—IT Interim Director Schneider: The conversion has been postponed for one month. We hope this month will provide the opportunity for more testing time. The proposed time is a relatively low use time which will be good for the needed migration.

**i. Article 20, Section I—Provost Olson:** These three items (**i, j and k**) are required by the Agreement. We will place these items on the next agenda for the formal FA response.

Please let us know of any concerns. We have sent the FA electronic copies of all three.

**j. Student Teacher Supervision (Article 20, Section B., Subd. 2)—**

**k. 2009-10 Personnel Calendars—**

Meeting adjourned at 4:52 p.m.

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John M. Winkworth  
Reviewer for Management

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Paul J. Hustoles  
Reviewer for Faculty