FACULTY ASSOCIATION MEET AND CONFER

Thursday, 20 September 2007
3:07 – 5:00 p.m.
AH 214
(Faculty Chair/ Administration Agenda)

NOTES

Present:
Faculty: Don Larsson, Chair, Jim Grabowska, Paul Hustoles, Debra Anderson, Donna Brauer, Georgia Holmes, Paul Mackie, Anne O’Meara, Glen Peterson, Theresa Salerno, Daardi Sizemore, Dick Swanson, Mary Visser, Patricia Young
Administration: Richard Davenport, Scott Olson, Marilyn Delmont, Avra Johnson, Lori Lamb, Rick Straka, Patricia Swatfager-Haney, John Winkworth, recorder
Guests: Malcolm O’Sullivan, Ted Johnson, Pat Lipetzky

1. Information Items—Welcome from FA President Don Larsson and introduction of attendees.
A. Reorder/Additions—No requests were made to add or change the agenda
B. FA President’s Report—The Board of Teaching has recommended approval of a new rule concerning science teaching licensure. Individuals with licensure in one of the sciences who have taught at least three years may take the license exam for another science. The Office of the Chancellor and IFO both opposed this change. The final decision will be made by Governor Pawlenty. This summer I had the opportunity to meet and talk with a number of folks about a variety of issues. The issue of summer teaching as a requirement for chairs has come up. The language in the Agreement is not completely clear. There is a FA-sponsored social this evening for new members. Nancy Black is completing her second term as president of the Statewide IFO. She has done a number of good things. I am on the nominating committee for her replacement. There is an effort underway to overhaul and clean-up language in the Agreement. Interest-based bargaining is going well. Some agreement has been reached on sabbaticals. We are stressing the importance of salary money to the base. Faculty salaries have dropped from the 80 percentile to the 50 percentile. With some $62.8 million going to technology, we are concerned about where it is going and how it will be used. Other issues of concern are Desire2Learn access, MnOnline, and the new investment management system. The first Statewide Meet & Confer went quite well. The proposal for the Board of Trustees teaching awards has been referred to campuses for local discussions. A Statewide Lobby Day is coming up. The step 4 arbitration of the grievance concerning the tuition waiver program for doctoral programs is scheduled to be heard this coming Friday, 21 September. Thanks to Human Resources Director Lamb for providing information on failed searches. Our information appears to be the best in the system. Currently we have one step 1 grievance. We are seeking an alternative way to lump sum to pay faculty mentors. Grade appeal procedures being corrected.
Comments on the Minnesota Transfer Curriculum from oversight people at the Office of the Chancellor have raised concerns with some of our course titles. I am aware of only one complaint so far concerning the Bookstore. We hope to implement a shaded grading policy this year. We have received complaints from faculty about concerns they have with other faculty. Much of this could be attributed to a lack of communication. We may wish to bring forward some of these issues at chairs’ breakfast. We could identify and discuss some best practices. We had our initial meeting with the heads of other bargaining units where we discussed mutual
concerns. In closing I’d like to remind us to keep the Astronomy faculty involved as we continue to discuss the lighting needs of recreation and the program needs of our observatories.

C. **MSU President’s Report**—I would like to add a couple of things. All of you are invited to the President’s Pancake Breakfast on Homecoming morning, from 7:30 a.m. to 10:00 a.m. on the football field. At the Board of Trustees meeting yesterday, there was a great moment when five trustees spoke highly of our University. I have been invited to participate in the Governor’s tour to India October 19 to 26, and I will be the only University President. Also, I was recently informed I have been selected to chair the search for the new Metropolitan State President. President Wilson Bradshaw has been chosen to be the new president of Florida Gulf Coast University. On the technology issue, I am co-chair of the MnSCU IT Committee, and one of five presidential appointments on the Enterprise Committee. Vice President Straka has been appointed to the MnSCU Peer Review Committee which will look at the financial operations of other institutions in the MnSCU system. In recognition of our commitment to diversity, I have decided to change the title of Dean of Institutional Diversity to Vice President for Institutional Diversity. As the new chair of the University Presidents’ group, we will focus on university issues, i.e., faculty salaries. There are large discrepancies in tuition rates compared to national data. Two-year college tuition rates are quite high while the four-year universities tuition has dropped from the 80th percentile to the 50th percentile in the last 15 years.

D. **Provost/VPAA’s Report**—Caucus Night and the Academic Calendar: The precinct caucuses have been moved from March 4th to February 5th, 2008. We have adjusted our calendars to reflect this change. No classes, activities, or events may take place after 6 p.m. on that date. **IPESL Follow-Up:** There is a need to keep the IPESL activities going, even though we have received no money at the present time to support these activities. **Enrollment Management (handout):** The cabinet has identified the teams to work on enrollment management. We need to know on which groups the FA wants to have representatives. As part of his activities in this area, President Davenport will be touring community colleges for transfers. **Strategic Planning:** Assistant Vice President Johnson has developed a report card with separate color designations to record our progress on the various strategic planning priorities. **Campus Demonstration Policy:** There was a great example last week, great day for the FA, on how this policy was intended to work. There were different groups functioning in an open and respectful manner. **Lighting Committee:** The Lighting Committee recommendations will continue to be respected.

E. **Human Resources Topics (L. Lamb)**—Copies of both classified and unclassified position lists were distributed. FA President Larsson: I’d like to remind us to get this year’s searches going as soon as possible.

2. **Action Items:**

A. **Summer Guidelines for 2008 (AD)**—A page of the draft of summer guidelines for the summer of 2008 were distributed for FA response.

B. **Policy Updates**—According to Malcolm O’Sullivan, Policy Development Coordinator, all four of the listed policies were approved and signed by the President last spring. The Course Repeat and Administrative Drop policies take effect in January 2008.

1. **Undergraduate Admissions**
2. Repeating of Undergraduate Courses
3. Administrative Drop Policy
4. Access for Students with Disabilities

3. Discussion Items
A. MnSCU/Legislative Relations—President Davenport: The Senate Finance Committee visited campus today. We are asking for phase two bonding money to complete Trafton and I believe we are in a good position to receive the funding this year. Other issues will unfold as the year continues. Vice President Straka: There are some joint city/university projects under consideration including an additional ice arena to accommodate women’s hockey, and a concert hall.
B. Budget (R. Straka)—Last year was a good budget year. We managed to save some $450-475,000 from the one day insurance holiday. Our budget reserve is in good shape and is well within MnSCU requirements. For this year we expect a 325 to 350 FYE increase which should mean a balanced budget.
C. Online Materials Accessibility (Gerald Schneck, Bryan Schneider)—A reprint of the same handout was distributed last May at the M&C. Professor Schneck gave an update of current issues. The biggest recommendation is for a broad membership campus committee to deal with these materials accessibility issues. He request consideration of this recommendation. He spoke of material contributions from UW Madison. Perhaps LTR should be the group we start with. FA President Larsson: This could be a part of that charge. Only 17 of 125 the top colleges and universities had fully accessible web sites.
D. Title Change of the Dean of Institutional Diversity (President Davenport)—The title change to Vice President was mentioned in President Davenport’s earlier comments.
E. Last Date of Attendance Reporting Requirements for Financial Aid (Rick Straka)—We appreciate the work instructors have done on this issue. When a student drops a class, we need to receive notification of the specific date in order to notify Financial Aid. The development of an online verification is likely. Is the student responsible or are we responsible? FA President Larsson: Large classes present a problem in keeping track of the students. I have used the date of exams to confirm whether or not a student is in attendance. Vice President Straka: We do expect that the Office of the Chancellor is developing a standardized way of recording this data.
F. Planning and Assessment Organization (Avra Johnson)—This year we expect to come together on some ideas on how to proceed in integrating the processes.
G. University RFP and Contract Process (Avra Johnson)—We do not propose looking at every contract but to use three criteria to determine the level of review. Provost Olson: We’re looking for FA’s recommendation on this proposal. Once we have it we will begin and give it a year to try. We need FA feedback.
H. College of Extended Learning (AD)—This is a proposal that was mentioned in the President’s Opening Day Address. As we think about expanding we need some infra-structure, like with the College of Graduate Studies and Research. Provost Olson: We have a Dean of Extended Learning but we need to fill in the details. What is the best way of exploring how we should proceed? There is a lot we need to be doing to serve our community and the State. FA President Larsson: Concern that some of these system initiatives like Minnesota Online take on a
life of their own. Distance Learning is a broader concept and includes more than just online learning.

I. **Tobacco-Free Policy Follow-Up (AD)**—Vice President Straka has been given the charge to develop a work group to come up with a tobacco-free policy. FA President Larsson: We were approached not to include people who are opposed to such a policy. We do not believe this was intentional. A draft policy is required by October 24th.

J. **Great Place to Work (AD)**—Human Resources Director Lamb and Provost Olson will be working with a small group on developing a draft charge for this task force. We want to take an affirmative approach starting with the bullying survey. FA: Are you going to do anything about retirement, health care, and associated issues? We need to incorporate these things in this activity. Director Lamb: That is a great idea and I agree. Provost Olson: We have to figure out how to get there. FA President Larsson: The FA is working on ways to reach out to our new employees. We could develop a menu of those things that make us smile everyday that we get to come to work.

Meeting adjourned at 4:39 p.m.

**Fall Semester Meet and Confer Schedule:**
Thursday, 18 October, 2007, 3:00-5:00 p.m., CSU 203
Thursday, 15 November, 2007, 3:00-5:00 p.m., CSU 203
Thursday, 6 December, 2007, 3:00-5:00 p.m., CSU 203

John M. Winkworth
Reviewer for Management

Paul J. Hustoles
Reviewer for Faculty