

## EXECUTIVE COMMITTEE

Thursday, January 10, 2013

9:00 a.m. to Noon

CSU 238

### APPROVED MINUTES

In attendance: Jim Grabowska (FA President), Mary Visser (FA Vice President), Daniel Swart, Lynnette Engeswick, Paul Hustoles, Barbara Carson, Roger Severns, Bridget Cooper, Dick Liebendorfer, Georgia Holmes, John Seymour, Bobby Bothmann, Gregg Marg, Kevin Parsneau, Ellen Mrja, Danae Quirk Dorr, Jennifer Veltsos, Emily Stark, Maria Bevacqua, Claudia Pragman, Cindra Kamphoff, Miriam Porter, Ron Nickerson.

Meeting called to order at 9:03 AM

#### **1. Minutes of previous meeting (Unapproved Minutes –November 01, 2012)**

*Hustoles/Nickerson: Motion to Approve: Passed*

#### **2. Call for Additional Items/ Reordering of Agenda**

Reorder Officers Reports and Move to beginning of agenda.

#### **3. IFO/MnSCU**

a. **IFO Ad Hoc Committee on Contingent Faculty Affairs (1 More Needed from MSU, Mankato) – Appointed Allen Hoffman and Harry Jones (MSU, Mankato has 3 members)**

#### **4. FACULTY ASSOCIATION APPOINTMENTS TO BE APPROVED BY FA EXECUTIVE**

a. **COB Representative on Research – Vicki Luoma**

b. **Bookstore Advisory Board (MSSA) – Evan Bibbee**

c. **Library Advisory Committee (MSSA) – Youwen Xu**

d. **Diversity Committee (MSSA) – Paul Finocchiaro ? (Have not heard back from Chair David Bassey)**

e. **FA Research SBS Replacement Spring 2013 for Dennis Waskul – Michelle Alvarez**

f. **One-Time Early Software Selection Task Force – AH&N Ron Nickerson**

*Nickerson's Statement: I have worked a great deal on issues related to the academic side of a student's experience at MSU. This task force will give me an opportunity to work with some of the student affairs aspects of a student's experience on campus. There are several important issues related to the selection of software to monitor students during their first and second years. These should be carefully considered by faculty, staff and students in the selection of the software. It is important that my college have a representative on the task force.*

*Hustoles/Mrja: Motion to Approve the slate: Passed*

#### **5. FACULTY ASSOCIATION EXECUTIVE COMMITTEE ELECTRONIC VOTING**

a. **Presidential Scholarship and Honors Program Interviews Additions**

**A&H – Kimberly Contag, Heather Hamilton, Diana Joseph, Stewart Ross, Christopher Stevens, Leah White, AH&N – Kelley Krumwiede, Ron Nickerson, Kristle Wolcott, Patrick Sexton, Bus – Kevin Elliott, Oksana Kim, Educ – Thomas Peterson, SBS – Kathleen Blue, Kristie Campana, Paul Mackie, Martin Mitchell, Jocelyn Stitt, SET – Rebecca Bates, Geoffrey Goellner, Brian Martensen, W. James Wilde (Confirmed 11.15.12)**

**b. Presidential Scholarship and Honors Program Interviews – Additions (Confirmed 11.29.12)**  
A&H – Julie Kerr-Berry, Melissa Purdue, SBS – Dawn Albertson, Lori Lahlum, Andi Lassiter, SET – In-Jae Kim, (Confirmed 11.29.12) – Lib/Unaf – Evan Rusch

**c. Master Plan Task Force (3 Needed all from FA Planning Committee) Marlene Tappe, Jane McConnell and Scott Page**

**d. One-Time Early Software Selection Task Force – A&H – Gerard Aloisio, (Confirmed 11.19.12), Bus – Queen Booker (Confirmed 11.16.12), Educ – Aaron Jeffrey (Confirmed 11.19.12) SET – Jeffrey Ford (Confirmed 11.16.12), SBS – Kenneth Zimny (Confirmed 11.29.12)**

**e. COE Representative on Graduate Dean & Research Search Committee – Jeffrey Aaron (Confirmed 11.19.12)**

## **6. FACULTY ASSOCIATION COMMITTEE APPOINTMENTS STILL NEEDED**

- a. College of Business  
Nominations & Election Committee**

## **7. DISCUSSION ITEMS/ACTION ITEMS**

**a FA Committee Charges (Nickerson) (Revisit) FA Committee Charges (My plan is to do a final edit on the document over break so Exec can give final approval in January. If not, I may have to postpone this item until later.) (Nickerson):** The committee chairs got together to try to develop a common format for the charges. This is a revised version of what the committees developed. I have made no textual changes; I only moved some things around. This is laid out so that it is obvious that these are FA committees which take part in sub-meets. There are two exceptions to the rules: Gen Ed and Diversity and Research Committee. I included these two because they need to be approved, but they should probably be reevaluated next year.

(Question): Where there any places where the Chairs saw conflicts between the committees? (Nickerson): There are some overlaps, but not conflicts.

(Question): Would it be possible for the Chairs of the committees to review this one last time so that they may synthesize and utilize repeated language as often as possible? I would also like to have a first read.

(Question): Will the committees have time to do this before the next meeting? I am worried about timeline.

(Hustoles): This is not an immediate action item; we have time. (Porter): The chairs did meet a few times, so there has been conversation and a template utilized. I don't know if there are many new changes. These have been approved by the appropriate committee.

(Question): The Constitution uses the language Sub Meet and Confer committees. Do we need to reevaluate that language to show that these are our committees that also act as sub meet representatives? (Hustoles): Yes.

(Severns): I suggest that we deal with this finally in two meetings. These would be sent back to the chairs one last time.

### **b. Governing Documents:**

(Hustoles): This document addresses some concerns from the IFO. Some are not included because our FA is unique to the IFO. It is our collective choice to make.

***Hustoles/ Visser: Move to Change ex-official to ex-officio: Passed.***

Review of proposed Amendments

***Severns/Quirk Dorr: Put forth 1-6 on a ballot to the faculty and continue word-smithing #7: Passed.***

**c. Electronic Voting for Spring 2013 Ballots – How, who, cost. Will the FA Constitution be ready so we can do Electronic Voting? (Will send out Nominations & Election Information on January 15, 2013 in campus mail)**

(Question): We are going to use paper for everything yet this year? (Grabowska): Yes.

**d. CDS Work Group call for faculty volunteers. (Nickerson):** We want to reassemble a working group to review priorities etc. of CDS. We need some representatives from the three curricular committees, Gen Ed committee, and various at-large committees to help continue the development of the system. This is how the CDS was developed in the first place, and it worked pretty well then. I am asking for your support and guidance in how we get the faculty reinstalled.

(Question): Can you develop a call for at-large members and ask the committees to solicit members from their committees to serve on this group? (Nickerson): Yes.

**e. Status of the Writing Intensive Director position (this may be more a Meet and Confer item, but I've heard that implementation of the decision to create this position has been postponed until a new Provost is selected). (Nickerson):** Subsequent to putting this on the agenda, I had a conversation with Sandmann. This position has now been put on hold until the new provost is hired. I don't want us to forget about this position; it is a critical piece of assessment, curriculum review, and oversight. I don't know if this is something we want to push to Meet & Confer so they don't forget about it as well.

(Question): This is about students. Why do we have to wait for a VP? We should push this forward.

(Question): We have students who are deficient in writing skills, and we need to support them.

(Question): I suggest we move this over to Meet & Confer today so that we can express our concerns.

(Grabowska): I'll move it to today's agenda.

**f. General Education – Committee Recommendations and a draft revised appeal – (Maria Bevacqua):** This committee has been asking itself who it is. You may notice that the Gen Ed charge is a very short charge. This year the committee has been handling a lot of tasks. Diverse cultures appeals were at one point handled by Fagan. That was taken out of his role and placed in our committee. There are a lot of these appeals primarily related to transfer students. Transfer students can get some credit for the diverse cultures requirement if they have taken a certain number of credits. Our practice is that the students have to document that they've had two diverse culture courses. (See handout.) There have been three small changes since it was printed. One of the actions I would like is that this Committee votes on this form and then tell us where to go with it.

(Question): The full Sub Meet has agreed on this? (Bevacqua): Yes.

(Question): Does this need to go to Meet & Confer?

***Severns/Hustoles: Motion to Pass Revised Document to Meet & Confer: Passed***

(Bevacqua): We are keeping the appeals process in place, but we want to know if there should be a separate committee for graduation requirements. (Nickerson): The question is who, if Gen Ed and Diversity doesn't do it, who does? (Bevacqua): Exactly. There has also been talk from the people who developed the diverse cultures requirement that there be more departments developing gold courses in their own major. This committee is concerned about the increase in workload.

(Question): I don't believe there was this expectation, just a mechanism if departments were so inclined.

(Question): Who decides is critical. I would hope it would stay the decision of faculty.

(Question): It may be time to revisit the culture diversity information we used in the 90's.

(Bevacqua): We would like the ok for our committee to continue to review writing intensive courses.

***Severns/Mrja: Motion to allow the Committee to continue reviewing writing intensive courses: Passed***

**g. Gen Ed Assessment Plan (Nickerson):** In a short amount of time, we'll know what needs to be done for next year. We are moving forward. We decided to rework major parts of the assessment plan.

**8. MEET & CONFER AGENDA ITEMS - Thursday, January 10, 2013 @3:00 p.m., CSU 238 (FA Agenda /AD Chair)**

**9. INFORMATION ITEMS**

**a. IFO/FA Anti Racism Workshop, Friday, January 11, 2013 @ 8:00 a.m. to 5:00 p.m. – Heritage Room**

**b. FA Executive Meeting Thursday, February 07, 2013 @ 3:00 p.m. , CSU 238**

**c. FAAD Meet & Confer – Thursday, February 21, 2013 @ 3:00 p.m., CSU 284ABC – FA Chair/AD Agenda)**

**10. FACULTY ASSOCIATION COMMITTEE CHAIRS REPORTS**

**a. Assessment & Evaluation (Kirsti Cole)**

**b. Budget (Ellen Mrja)**

**c. Extended Learning (Danae Quirk Dorr)**

**d. Faculty Development (Jennifer Veltsos)**

**e. Faculty Improvement & Sabbatical (Emily Stark)**

**f. General Education & Diversity (Maria Bevacqua)**

**g. Graduate Curriculum & Academic Policy (GCAP) (Co Chairs – Claudia Pragman, Cindra Kamphoff)**

**h. Planning (Miriam Porter)**

**i. UCAP (Ron Nickerson)**

**j. Unit Representation - AH&N –Bridget Cooper; A&H - Dick Liebendorfer; Bus - Georgia Holmes; Educ - John Seymour; Lib/Unaf – Robert (Bobby); SET - Gregg Marg; SBS - Kevin Parsneau**

**k. State IFO Representatives - Barbara Carson; Paul Hustoles; Roger Severns**

**11. REPRESENTATIVES ON IFO STANDING COMMITTEES REPORTS**

**1. IFO Academic Affairs – Penny Knoblich -**

**2. IFO Negotiations – Donna Brauer -**

**3. IFO Multi-Culture – Javier-Jose Lopez -**

**4. IFO GRC – Fred Slocum -**

**4. IFO GRC - Martin Mitchell –**

**5. IFO GLBTA – Paul Finocchiaro –**

**6. IFO Salary Equity –Ihsuan Li -**

**7. IFO Feminist Issues – Annelies Hagemeister –**

**8. Statewide Budget Review Committee - Ihsuan Li -**

**9. IFO Action Chair – Leah Rogne -**

**12. OFFICER'S REPORTS**

*Meeting Moved into Executive Session*

**a. Vice President/Grievance Officer (Mary Visser):**

**b. Treasurers Report (Lynnette Engeswick):\$12453.00 in the red. We have a new computer**

**c. President's Report (Jim Grabowska)**

**1. Thank you - Barbara Carson Represented the FA at the MSSA sponsored “The Simple Act of Civility” on December 4<sup>th</sup>.**

**Meeting Adjourned: 11:15 AM**

Respectfully submitted,

Daniel J. Swart  
FA Secretary