

**FA EXECUTIVE MEETING**  
Thursday, January 21, 2016  
CSU 238  
Approved Minutes

In attendance: Gregg Marg (FA Vice President), Bobby Bothmann, Barb Carson, Carrie Chapman, Kirsti Cole, Dan Cronn-Mills, Anne Dahlman, Patricia Hoffman, Kelly Krumwiede, Jackie Lewis, Dick Liebendorfer, John Lindberg, Kari Much, Marty Mitchell, Patricia Nelson, Luis Posas, Joseph Reising, Timothy Secott, Roger Severns, Daniel Swart, John Thoemke, Teri Wallace, Gwen Westerman, Paul Wyss.

**Meeting called to order at 3:02 PM**

1. **Call for Additional Items/ Reordering of Agenda**
2. **CONSENT AGENDA**
  - a. **Minutes of previous meeting (Unapproved Minutes - January 6, 2016)**
  - b. **COB FA Planning Committee – M. Anaam Hashmi – Spring 2016 only**
  - c. **Admissions Appeal Committee Addition – Tom Peterson (Educ)**
  - d. **Director of Latino Affairs Search Committee - Ana Maria Perez – SBS**

**Cronn-Mills/Bothmann: Motion to Approve: Passed**

3. **SELECTION OF APPOINTMENTS NEEDED FROM EXECUTIVE**
  - a. **President's Commission on Diversity**
    - (1) **Spring 2016 Semester Only - Stephanie R. Hanson (Educ)**
    - (2) **Spring 2016 Semester + a 2 year term – Nancy Drescher(Either Position)(A&H), Anne Dahlman (Educ), Kimberly M. Sommers(Either Position- Prefers 2 year + 2016 Spring Semester) (Lib/Unaf)**

**Bothmann/Thoemke: Motion to Appoint Hanson for One-Semester Position: Passed**

**Much/Bothmann: Motion to Appoint Sommers for One-Semester + 2 year Position: Passed**

**4. Textbook – Patty Hoffman – Time Certain 3:30 p.m.**

There are concerns about not just the expense of textbooks but also students reading the textbooks. Open source textbooks are becoming more of an option. The library does purchase some textbooks, and some students take advantage of these, but some students feel that this is an entitlement and expect to have enough for everyone. There are more and more students who don't read textbook anyway. This isn't just a MSU trend, it shows up across the nation. Students freely admit they don't read textbooks. Clink is wondering if we need to have a taskforce to review this problem.

(Bothmann): The textbooks we have in the library are purchased by the student senate or large enrollment courses. Our policy is that we do not buy textbooks for courses that are on campus.

(Question): We've been using an Open Stacks biology text, and it has been very good, and free. It isn't as flashy, but it has everything we need. That being said, before we plunge headlong into studying the problem of money, we need to realize that students have better phones and cars than most faculty have. They don't have enough money to buy textbooks because they choose other things to buy instead.

(Question): We've talked about this, and this campus takes adequate steps to make textbooks available. I think we are doing what we can. I don't know what we can do about reading. I think it is a cultural issue. We can discuss it, but won't be able to do anything about it.

(Question): We wonder if students have enough reading skills to actually read a textbook.

(Question): Students expect that they won't need to read the text, because in High School they got all the information in lecture.

(Question): I think there are two different issues. Open source materials often don't come with any sort of software package. In some courses, the software is as important as the text. As far as reading, we make sure that a certain amount of information is directly from the book and isn't covered in the lecture.

(Question): Whatever we do, before remediation we need to know that if we lower the bar, students will just lower their abilities.

(Question): The action of students and the way they respond is changing very quickly. The students change yearly. The solution would need to focus on a moving target.

(Marg): I recommend that Clink come up with a concrete proposal.

### **Secott/ Much: Motion to request a proposal: Passed**

#### **5. Transitioning Funding for Faculty Led Programs – Dean Stoyloff - Time Certain 4:00 p.m.**

Shortly after winter break, the Associate Provost found that there were some large carry-forward funds from some Faculty Led programs. There have been concerted effort to reach out to these programs to explain that we aren't really allowed to carry forward these monies. If we are building substantial surpluses on student fees, it is possible that we've overpriced these programs. We would like to put into effect processes and procedures for when we do want to carry money forward. There are several reasons why carry forward would also be useful.

More broadly: we are looking at 2 principles: 1. I want as many students to be able to take part in these programs as possible, and for them to have a sustainable model. These programs have been supported with very limited institutional resources in the past, but I would like to see a model that everyone understands. We are reviewing best practices for sustainable models for faculty led programs that are financially viable. This review group consists of faculty members from each college.

When Faculty Led Programs moved, it came with a modest pot of money which has been used to help cover faculty expenses. We need to make sure these expenses are completely covered.

(Question): What is a faculty led program? (Stoyloff): Study-away programs and study abroad programs. Off campus courses led by faculty that have a credit tied to them.

(Question): Wow substantial is the balance? (Stoyloff): Between \$10-20K. We have a handful of programs that have carried forward. We just don't want to build up too high.

(Question): One way to deal with this is to figure out what an adequate surplus is, and use some of the money to help cover transportation they way we used to.

(Question): Are you also going to include a review of the application process as well? (Stoyloff): We looked at the application process, but I think it needs to be reviewed again. We need to make it less onerous.

#### **6. Academic Partnership - Julia Hebenstreit – Time Certain 4:15 p.m..**

We will know more after tomorrow's meeting with the Nursing School, but Dean Rutherford and VP Gustafson will be responding to a list of question and concerns. The attitudes of the Nursing Faculty go to the extremes. Some are very excited, and some are very concerned regarding the problems of coaches, faculty duty changes, workload, etc. If the majority of nursing faculty are not on board, will it go ahead? I don't know. We are gathering information like the rest of you. I was invited to meet with a representative of Academic Partners last summer. They really do have a lot to offer as far as marketing and recruitment. I was impressed with their overall vision. This may not work, but we need to at least listen to these opportunities. It needs to be vetted as much as possible.

(Marg): Do you think your meeting tomorrow will have a person there recording the questions and answers? (Hebenstreit): We always take minutes, so we could send those out.

(Question): At the last Meet & Confer, I heard the word "pilot" a lot. How is the term pilot being used? Is it a test for a while and then institutionalization, or is it a pilot in nursing and it may be expanded beyond nursing later? (Hebenstreit): A little of both; first to see if it works for us, but also a pilot to see how it works for other University programs.

(Marg): I would concur; it is a pilot in both senses. We learned from Academic Partners that they don't want to expand by a small number, they want expansion of 100's or 1000's of students. They only focus on high enrollment programs.

(Question): If it is a pilot and a contract is signed, does it go in perpetuity? (Marg): No, the State does not allow that.

(Question): But you couldn't use any of the material you developed? (Hebenstreit): I don't know, but we are asking the question.

(Question): Nurses who have RN's need to get BSN's. 100,000 nurses need this, but after we have those students go through the system, does the bottom drop out of the pool? (Hebenstreit): It may, but there may be AA students who still need to go on through the BSN.

(Question): How would this influence a typical faculty's duties? (Hebenstreit): It wouldn't really. I talked to UT Arlington, and they say that the Academic Partners courses are overload. They teach their normal courses, but then the AP courses are on top of that. No one is required to teach an AP course. I don't know how it would jibe with our current program. Our faculty would work as lead faculty to build the course. Faculty are still very engaged in the course, coaches just do what the faculty tell them to do.

(Question): Do all the students have to go through the online system, or are their two concurrent programs?

(Hebenstreit): UT Arlington has a face-to-face program as well.

(Question): Does the online program hurt the normal program enrollment? (Hebenstreit): yes, because it works better for those students.

(Question): Who determines the coach's fitness for work? (Hebenstreit): According to AP, they get the resumes, then they send them to us. We decide the requirements.

(Question): Would someone in a program like this have to do Gen Eds? (Hebenstreit): We require students have to have Gen Eds finished before they can enter the BSN program.

(Question): So we have to accept Gen Eds from anywhere? (Hebenstreit): It would be like a transfer student.

(Question): I have heard that there is a lot of pressure to accept anything. (Hebenstreit): Yes, I have heard that AP pressured the Universities to drop their requirements. It limited their acceptance.

(Question): Somewhere they said they have a 93% retention rate? Is that legitimate? (Hebenstreit): It appear so, at least at UT Arlington.

(Question): There is a lot of ways to do the count so that the retention rate is that high.

## **7. ORAL COMMITTEE REPORTS FOR THURSDAY, JANUARY 21, 2016 - \*\*Target Time 3 Minutes Each\*\***

### **a. Assessment & Evaluation – Carrie Chapman**

There are three basic areas we are focusing on: 1. Long-term Program Data. We are tasked with reviewing what data points we have to look at. Are there things that are missing? What else to other institutions use? We are in the process of review. 2. We divided into 2 subgroups – looking at ungraduated institutional data and looking at current process for comprehensive program review. Again looking at comparable institutions.

### **b. Budget – Roland Nord**

### **c. Extended Education – Paul Wyss**

We have been primarily looking at this partnership issue. I suggest attending the informational meetings.

(Marg): We have shared the information we have with the IFO state office, but we haven't had much feedback.

(Wyss): We have someone who is on the Extended Education Sub Meet who has a colleague who works with Academic Partners. This person knows information about issues they've had.

(Question): Mary Visser has found another institution with a collective bargaining unit and wants to set up a conversation with them.

(Question): I meet with VP Gustafson for one hour, and tried to get him to realize that he was selling a sales pitch. He was not receptive and couldn't understand that point.

(Question): What is the role of Extended Education right now? (Wyss): We've only heard what you've heard. We heard from the AHN Dean and Chair of Nursing.

(Marg): Visser and I met with the President, and he has said he has many of the same questions that we have. He has promised that he won't move forward until those questions are answered.

**\* d. Planning – Pat Nelson (Every Meeting)**

The CFT first quarterly report has been submitted. The whole MnSCU report was 190 pages long. It answered the questions, but has not moved any further. We have 8 items left on the 2016 work plan; out of those 8, we believe we have 4 already done. The other 4 are either in progress or are Human Resource issues.

Regarding Strategic Priority Funding, we will be forwarding our recommendation after the February 11<sup>th</sup> meeting.

**e. Research – Teri Wallace**

Distinguished Faculty Scholars Nominations were due today. <Handout> Discussion

This document is under Dean Reis' purview, and he has brought it to the president. He has filled out all the columns that are currently blank.

Our next meeting is Feb 2<sup>nd</sup>.

(Marg): Could we get that document from Reis before the meeting? (Wallace): Yes.

**\* f. Unit Representatives (Every Meeting)**

**g. IFO Academic Affairs – Patricia Hoffman**

We have still not had a meeting.

**h. IFO Budget Oversight – Avra Johnson - Meeting Dec. 11, 2015 - The committee meet from 11:00a-3:00p.** *The morning session was an overview of each state universities budget outlook. Quite a bit of the discussion centered on St. Cloud its continual challenge with its deficits. In addition, St. Cloud representatives also discussed the library reassignments and changes. At Metro it was revealed that the CFO had resigned which you probably heard about leaving the university at that time without a president and CFO. Other universities did not have as many challenges except budget deficits going in to 2017. The committee discussed declining enrollment at some schools i.e. Moorhead and Southwest. Also the committee discussed the Mankato challenge of allocation formula.*

*In the afternoon two representative of Finance and Administration (Deb Bednarz and ?). These reps discussed how MnSCU's request, tuition increase, board recommendation, and final allocation. The reps wanted to bring clarity to how the allocation model worked. They also wanted to reassure Mankato that they were studying the model to see if any adjustment might be made. In addition, the reps discussed the growing student population of PSEO and Concurrent Enrollment and how that will affect the 4 years. Finally the representatives discussed the Institutional Cost Study and its value in the calculation in the Allocation Model for institutions. This meeting was basically an informational meeting however all universities member indicated another meeting be needed going into the budget hearings this spring.*

**i. IFO Feminist Issues – Leah White**

**\*\* j. GRC – Marty Mitchell – SPECIAL REPORT**

We are going to be lobbying hard for bonding. Jim Nobloch is going to be are primary in the house. Our lobbyist should get a gold star for her work. Regarding MnSCU supplemental appropriations, there was a letter sent to MMB requesting \$21 Million. We were told it would be very helpful for IFO and MnSCU to be on the same page, dollar wise. We are going to sign a letter (most likely) with the 2-year faculty. MnSCU lied to the 2-year faculty during contract negotiations and said they would not request a supplemental. Our lobbyist thinks that the supplemental is going to be hard to obtain. I think, however, that we'll get it. With the allocation model, we would receive less, and it wouldn't plug the gap completely. We are recommending a united front on the bonding bill.

The GRC is suggesting that the State use cash to buy out the debt on construction projects. If the State supplies debt relief, it opens up cash for use on campuses.

The GRC recommends that we lobby to legislatively override the raising of tuition caps for financial aid.

(Question): Have you got a take on how campus friendly the replacements for Kathy Sheran might be?  
(Mitchell): I have no idea.

## 8. REPRESENTATION STILL NEEDED

- a. State IFO Action – Spring Semester 2016 (1 Needed)
- b. Representation Still Needed For Spring 2016

### 1. ALLIED HEALTH & NURSING

FA Assessment & Evaluation Committee – Spring 2016 Replacement

### 2. BUSINESS

URC (3 Year Term)

### 2. EDUCATION

FA Budget Committee – Spring 2016 Replacement

## 9. DISCUSSION/ACTION ITEMS

- a. Writing Across the Curriculum Recommendations – Lindberg

We had a proposal last meeting, and a request that we provide a flow diagram for how proposals go through the system. See Appendix E.

(Question): What is the status of proposals for the Writing Committee and Writing Chair –appendix 4? It is contradictory? (Marg): We would need to match the flow chart to the proposal.

(Question): In Appendix 2, could we set it up so that every 2 years we don't have a complete rollover of the body? (Lindberg): It makes sense to do that.

(Question): Diagram question. What is the diverse cultures group? (Lindberg): A new committee, perhaps a part of the Common Curriculum Committee.

(Marg): If we adopt these 2 pages, then we can have someone review the appendices and propose changes to the operating procedures.

(Question): Why do we need a Writing Director? (Cole): When there are writing courses, the instructors are not always trained to teach writing. The Writing Director oversees the assessment. As someone in the position, I have worked with a lot of faculty who have requested help.

(Question): I went to the Writing Center for help because my students have changed. They helped me match my assignments to how students now think.

**Liebendorfer/Carson: Move to approve the WAC document: Passed.**

- b. Agenda for Open Meeting – Wednesday, February 3

(Marg): What do we need to have on the agenda?

- Integrated academic master plan and CTF.
- Salary Equity
- Academic Partnership?
- GRC

- c. On Line Forms – Cronn-Mills

Most of you have filled in forms that have gone missing on someone's desk. We have forms scattered everywhere: in pdf, word, raw html, etc. I think we need a central system for form collation.

(Marg): Let's put this on the next M&C.

## 10. MEET & CONFER

- a. **FAAD Meet & Confer – Thursday, February 4, 2016 @ 3:00 p.m. in CSU 245 (FA Agenda /AD Chair)**

## 11. BRIEF WRITTEN REPORTS – JANUARY 21, 2016

- a. **Faculty Development – Lynn Weber**

- b. **Faculty Improvement & Sabbatical – Kari Much**

- c. **General Education & Diversity – Dick Liebendorfer/Anne Dahlman** - *The Gen Ed and Diversity Committee is currently processing student appeals, reviewing course proposals for 2016-2017, and facilitating the work of GECCIGs for gen Ed goal areas 7 and 8.*

- d. **Graduate Curriculum & Academic Policy – Barb Bergman/Tim Secott** *We haven't met yet this semester, and the only activity since our last report has been to review curriculum proposals, GCAP has nothing to report.*

- e. **UCAP – John Lindberg** - *UCAP continues to process proposals—roughly 250 so far this year. At our Submeet and Confer on January 19, we worked on a draft of language that will eventually be added to the support area of CDS to assist writers of course and program proposals. The language addresses three topics that have posed continual issues in the past: course learning outcomes, distinctions between 100-, 200-, 300-, and 400-level courses, and the distinction between BA and BS degrees. A draft of proposed language will be sent to the Planning and Assessment committees, and to Dan Cronn-Mills and Ginger Zierdt. After receiving their feedback, a final version of the language will be brought to the Faculty Association Executive Committee for review.*

- f. **IFO Action –**

- g. **IFO GLBTA – Shannon Miller**

- h. **IFO GRC – Marty Mitchell/Fred Slocum**

- i. **IFO Multi-Culture – Jose Lopez** - *IFO's Multicultural Issues Committee met on January 15, 2016. During this meeting we decided to support MSU-Mankato initiative to host the Anti-Racism Training for local faculty and administrators and interested faculty members of the other MNSCU campuses. In addition, MIC Award applications were reviewed and a recipient for this award was selected.*

- j. **IFO Negotiations – Dan Cronn-Mills** - *The contract settlement has been recommended by the IFO board, approved by the seven individual university campus faculty, and approved by the Joint Legislative Subcommittee on Employee Relations. The contract must still be approved by the full MN Legislature and signed by Governor before being fully implemented.*

- k. **IFO Salary Equity – Dan Cronn-Mills** - *The salary equity process continued in earnest with a joint IFO-MnSCU meeting in December. The next meeting is scheduled for Friday, January 22. Due to the backlog of files to review, the process has been cumbersome, but the group continues to make progress.*

## 12. INFORMATIONAL ITEMS

a. Next FA Executive Meeting Thursday, February 18, 2016

b. Oral Reports:

a . Faculty Development – Lynn Weber

b. Faculty Improvement & Sabbatical – Kari Much

c. General Education & Diversity – Dick Liebendorfer/Anne Dahlman

d. Graduate Curriculum & Academic Policy – Barb Bergman/Tim Secott

\* e. Planning – Pat Nelson (Every Meeting)

e. UCAP – John Lindberg

\* f. Unit Representatives (Every Meeting)

g. IFO Salary Equity – Dan Cronn-Mills

h. IFO Multi-Culture – Jose Lopez

i. IFO GRC – Marty Mitchell/Fred Slocum \*SPECIAL REPORT ON 01.21.16

c. Faculty Association General Meeting – Wednesday, February 3, 2016 – Ostrander

d. Delegate Assembly – Friday, April 1 and Saturday, April 2, 2016 @ Radisson in Roseville. MSU Mankato has 32 more delegate openings of the 44 for MSU Mankato

e. Reminder about rejoining IFO

f. University's Campus Information & Listening Sessions to learn about the University's exploration into a possible partnership with an organization such as Academic Partnerships. The second session is scheduled for Friday, January 29, 2016 from 10:30 – 12:00 noon in Ostrander Auditorium. In addition, the following website has been developed to provide general information and to provide a place for online comment and feedback: <http://www.mnsu.edu/ap/>

### 13. OFFICER'S REPORTS

a. Vice President/Grievance Officer (Gregg Marg)

b. Treasurers Report (Bobby Bothmann) - *The second quarter (Oct.-Dec.) of FY2016 opened with \$2,344.52 cash balance with a local support payment of \$2,505.00 in October. Our expenses were \$1,013.04 with a closing cash balance of \$3,836.48 for the second quarter.*

*For the third quarter our local support payment of \$1,040.00 was deposited on Friday 15 Jan. and we have had \$1,000.99 in expenses (website hosting fee, Exec retreat and sub-meet chairs food, office charges and supplies).*

**Meeting Adjourned at 5:06 PM**

Respectfully submitted,

Daniel J. Swart  
FA Secretary