

EXECUTIVE COMMITTEE MEETING
Thursday, February 3, 2011
CSU 238
Approved Minutes

In attendance: Roger Severns, Mary Visser, Paul Hustoles (recorder), Angela Monson, Kelly Krumwiede, Dick Liebendorfer, Andy Johnson, Gregg Marg, Jeff Bumgarner, Ellen Mrja, Andi Lassiter, Ron Nickerson, Marshel Rossow

Guest: Roy Kammer

President Severns could not call the meeting to order until 3:42 p.m. when a quorum was reached. The quorum was lost at 4:02 p.m.

1. Minutes of January 6, 2011—Nickerson/Bumgarner moved to approve. Motion passed.

2. Call for Additional Items/Reordering of Agenda—Visser: We have a guest Roy Kammer (moved to the top of the agenda). **Hustoles/Rossow moved that President Severns contact our Exec colleagues and inform them of the importance of these meetings, as the majority of time spent in this meeting could not be “official.” Discussion followed. Motion passed.**

3. Officer’s Reports

a. President’s Report—Severns: House File 130 was up for a vote and it was passed. This is the bill that would cut the MnSCU base appropriation by \$23 million. We would hope that the Governor would veto this. We should contact Sen. Sheran and thank her for voting no. We should contact legislators and let them know what we think. Bumgarner: I think the numbers are the same in both the House and Senate so we really need to rely on the Governor. Severns: This is scary. If it goes on like this we could have cuts on cuts. Liebendorfer: How do these cuts fit into the cuts we already have? Severns: Part of this was anticipated but not if this is just the first step. Monson: This bill also has a hard freeze in it. Severns: I got a letter from a faculty member who is concerned about theft of intellectual property. A student has been selling stuff from her D2L entries. This is absolutely inexcusable. We are trusting that the Student Conduct Board will be taking action. We will be looking into this. The MnSCU Board of Trustees selected Dr. Steven Rosenstone as our new chancellor. We were a bit concerned about his coming from the University of Minnesota and his perspective on things, but IFO President Larsson found him to be very qualified. He will begin in July. Bumgarner: I watched the link. I was a bit concerned about the comment regarding the U of M picking up the state universities, and Pres. Brunicks said he would rather have the two-year colleges and Rosenstone agreed. He sees a real role for the two-year schools, but does he see it for four years? Severns: I will give him the benefit of the doubt. We have a Joint Planning, Budget and Assessment Submeet on February 8th at 2:00 p.m. This is going to be an important meeting. Linda Meidl is President of MSUAASF and her husband is extremely ill. I am going to get her a card from us to send to her.

1. 15th Annual Burton Dinner (March 5, 2011)—Severns: We have had some questions about how we have paid for it (a table costs \$650). We only have \$325 left from our GRC account. Hustoles/Liebendorfer moved to take money from our general account to match this and buy a table. **Monson: I would support this given the current political climate. Motion**

passed. Severns: I will also be talking to our Republican Rep to talk about the upcoming Lobby Days.

2. FA Secretary—Severns: We need to look for a secretary as Hustoles is term limited and there are no nominations yet. We have suspended the rules in the past. Hustoles: We need to wait until after the elections before we even consider this.

3. Differential Tuition Meeting update—Severns: We had a meeting two weeks ago and another will be next week. We are trying to discern what we are going to do. There seems to be a lot on money in the system that a lot of us didn't know about.

4. Smart Transfer Plan—MnSCU has agreed to have this meeting (on February 17 in the cities). We still don't know what the exact agenda is going to be but we do know that half the day is scheduled to talk about this. Another major unit will be on the three-year baccalaureate. VP Blackhurst didn't know she was supposed to be there until I told her. For a meeting that is only two weeks away, it is in disarray. I assume they will get things planned yet. I will be there and there might be others. I don't know how many we can invite. As soon as I find out I will let you know. That afternoon, there is a Meet and Confer scheduled. Visser could take my place. But we don't know if President Davenport is going to be on campus. We have a long-standing practice of not having a Meet and Confer if the President is not going to be there. I will send everyone an email and try to reach a consensus as soon as I find out what is going on. Krumwiede: I heard that the SRCs have been told that there is a meeting at South Central and we were told to sign up. Severns: This is a legislative mandate and MnSCU has not given many guidelines. I have heard that this is a marketing tool. Nickerson: This is a mess. Severns: And there is a lot of mistrust about how the information is going to be used. Nickerson: And there is a big question about how this relates to "Students First." Severns: And the Deans don't have a clue. Nickerson: There is a document that AVP Tomany brought to the submeet but we still don't know what is ultimately going to be done. This is supposed to be done in July, but it was supposed to have been done by last July. MnSCU just put up a rewrite on the difference between an outline and a syllabus. Bumgarner: How are we going from what was said a couple of weeks ago, to something that needs 4 hours of training? Severns: The Minnesota Transfer Curriculum could have to be slapped up by the chairs. We are very concerned about this. Nickerson: The irony is that transfer students always need individual attention no matter what "plan" is posted. I would like to go to this meeting if I can. And we should get someone from Gen Ed.

5. LOU Cross Rostering—Severns: The MnSCU Board has approved this. This has been in the process for several months. Our contract is not clear on this. This is a real issue at Southwest and St. Cloud. This is the result of some very serious negotiations to make it clearer than our contract. Monson: It is possible that someone could be negatively affected by this.

6. FA President Limits—Severns: There is a limit to how many hours an FA President can teach. We do have one President who is teaching three classes. This is just for your information.

7. Outline vs. Syllabus—Severns: Attached #7f speaks to the outline/syllabus discussion. I thought that everyone should see what the proposals are. If you have comments, send them to Donna Brauer, our representative on this committee. Mrja: Part 3 and 4 seem to be the opposite of what we talked about at the last meeting. Severns: This is the proposal that is out there. Discussion followed. Mrja: Course ownership is something worth fighting for.

8. Negotiations meetings—Severns: The team has been going through dispute resolution training. This does not really deal with money, more with language.

b. Vice President/Grievance Officer—Visser: I am going to file a grievance on a disciplinary matter. We are not getting reports on 1B1 filings. We got one today that we requested back in October. We have addressed this with VP Blackhurst. We may have to bring this up with the President. These are usually very difficult and upsetting matters. We have two more we are waiting for.

c. Treasurers Report—Hustoles: I discovered that we were not paying our regular bills to the university. I have made Treasurer Engeswick aware of this and cut a check for our outstanding balance of \$661.07. I also discovered that our web host was still under the name, and private billing account, of former FA President Dave Able (he was President during the last century and has been retired for several years now). We owed him \$239.40 in past due bills. I contacted Earthlink and removed his name, and the contact name of former FA President Georgia Holmes, and put us on an annual pre-paid contract, thus saving money. That cost was \$167.40. Our current balance is \$2,215.70. Engeswick completed our quarterly report and will be back in time to do the next one as well. Severns: We also have a secure email in the FA office that is paid out of the state office.

4. IFO/MnSCU OPENING FOR STATE IFO CONSIDERATION

a. MnSCU Three Year Baccalaureate Program (2 from all universities – 01/04/11) – Caterina Fritz.

Bumgarner/Hustoles moved to approve Fritz. Motion passed.

b. MnSCU Returning Adults to Progress in Degree Advisory Committee (2 from all universities – 01/04/11) NO VOLUNTEERS FROM MSU, MANKATO

5. FACULTY ASSOCIATION – STILL NEEDED – Spring 2011

a. Statewide Action Committee (1 Needed) 2 year term

b. Ad-Hoc Committee to help MSU create a “Comprehensive Assessment System for General Education” outcomes (3rd request sent) – (1 Rep. each unit - Still Need) Bus; Educ; Lib/Unaf; SBS; SET

6. FACULTY ASSOCIATION APPOINTMENTS/CONFIRMATION

a. Dean of Extended Learning (1 Needed) – A&H - Lee Tesdell; Lib/Unaf – Paul Wyss

b. NEW Strategic Planning Steering Committee (3 to 5 Needed) - Deborah J. Jesseman; Sue Ellen Bell; Michelle Alvarez; Brenda Flannery

c. Search Committee for the Assistant Director-Transfer Specialist position in Admissions (1 Needed) Angie Bomier (SET)

d. Priority Registration Policy Review Group (1 Needed) Leah White (A&H);

e. SET Dean Search Committee –(1 from each department – Selected by electronic vote)

Auto & Manufacturing Engineering Technology –NO VOLUNTEER; Biological Sciences – Michael Bentley; Chemistry & Geology – Brian Groh; Computer Science – NO VOLUNTEER; Construction Management –Scott Fee; Electrical & Computer Engineering – Gale Allen; Information Systems & Technology – Michael Wells; Mathematics & Statistics – Brian Martensen; Mechanical & Civil Engineering – Jim Wilde; Physics & Astronomy – You Xu; Water Resources Center – Shannon Fisher

Hustoles/Liebendorfer moved to approve Tesdell for 6a above. Motion passed.

Visser/Nickerson moved to approve the slate for 6b above. Motion passed.

Hustoles/Bumgarner moved to approve the rest of the slate. Motion passed.

7. Discussion Items/Action Items

a. On-line Course Evaluation System—Marg: The scanner that we have is not working very well. It was brought up that maybe we should look at an online system. It could cost between \$15-25,000 year. You can't buy this, you must lease it. Liebendorfer: How would students do it? Marg: You would distribute a web address to the students. Liebendorfer: The students wouldn't do it. Marg: Yes, the response rate go down to 20%, although there is more data mining possibilities. Monson: Any idea what it costs the university now? Marg: Someone is hired to do this now. Mrja: If it is digitized, you have no privacy whatsoever. Marg: What do you do with online classes? Johnson: D2L has a mechanism. Bumgarner: What I have done, is to come up with my own survey and then the students email it to the office manager. Johnson: D2L has an anonymous function as well. Nickerson: And we already pay for D2L. The problem is to get the students to fill them out. Our current system is somewhat flawed, but it is not driven by the ends of the grading perspective (i.e., the students who love or hate you). Severns: Non-tenured faculty members prefer to use the university system. If they go to the online system with too low a response rate, administration might not find it valid. I would be reluctant to pay more. Marg: They want to know if the faculty is interested. Monson: I use a system separate from D2L. But because nothing is standardized, the adjuncts do nothing. Severns: Maybe we should bring to Meet and Confer the idea of accepting D2L as a standard. Visser: We need to discuss this more.

b. Campus Violence follow up—Roy Kammer: We represent the faculty on the Behavior Research teams. There is a binder and the general public can't see it because there is some protocol in there that wouldn't be appropriate to share. There is some emergency protocol that will be made more accessible. We want to make this as public as we can. What can or should we do when violence hits campus? What should faculty do, how should we respond? Student Affairs seems open to our feedback. There is a module on D2L that explores some of this. Severns: We talked about something between the one-page out there and the "book." Kammer: We are working on this. Johnson: Do you have a copy? Nickerson: They should be posted in the classrooms. Kammer: We have a consultation team here on campus for threat assessment. We are not really trained assessors. Lassiter: So if we have concerns, we would take it to you? Kammer: Yes or Barb Carson and through Mary Dowd's office. We meet every other week to discuss issues. Visser: I have been here for a while but I didn't know about this group. Kammer: We sent out information when we started the group last year but we should do this again. Lassiter: Virginia has one of these groups on every campus. It needs to be more proactive than reactive. Kammer: We have residential life and security and several different aspects represented. Johnson: Can this be added on the sheet? Hustoles: We need access to the information, not just more copies of information that is already out there. If Student Affairs knows something, they need to share it with the faculty. Kammer: How can we do this? Visser: Perhaps at the college meetings in the fall. Johnson: Should we have drills? A lot of people wouldn't know what to do. Kammer: One of the debates regarding the toolbox incident, refers to how prescriptive should security be. Severns: High schools have color-coded conditions. Visser: At the beginning of January, it would be great to have some sessions on that topic.

c. MSUFA Web Page—Severns: We are having problems in that our Webmaster Jeff Smith moved to Seattle. We have had problems keeping things up to date. Hustoles: Poor Smith has graduated and we pay him almost nothing...we should find someone else who is local.

d. Professional Development Money—Severns: It is recommended that you spend your Professional Development money.

8. Informational Items

- a. FA Executive Meeting, Thursday, March 03, 2011 3:00 p.m., CSU 204.

The meeting stopped at 4:55 p.m.

Paul J. Hustoles
Recording Secretary