

## **EXECUTIVE COMMITTEE**

Thursday February 7, 2013

CSU 238

3:00 p.m.

### **APPROVED MINUTES**

In attendance: Jim Grabowska (FA President), Mary Visser (FA Vice President), Daniel Swart, Lynnette Engeswick, Paul Hustoles, Barbara Carson, Roger Severns, Georgia Holmes, Rebecca Schwartzkopf, Gregg Marg, Kevin Parsneau, Kirsti Cole, Ellen Mrja, Danae Quirk Dorr, Jennifer Veltsos, Emily Stark, Maria Bevacqua, Miriam Porter, Ron Nickerson.

Meeting called to order at 3:04 PM

#### **1. Minutes of previous meeting (Unapproved Minutes –January 10, 2013)**

***Hustoles/Porter: Motion to Approve: Passed***

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

IFO Board meeting Information added under 11.d.

#### **3. Intercultural Research Group – Emily Stark - Daria Paul Dona – Time Certain 3:15 p.m.**

(Dona): We want to present a proposal but also raise awareness of who we are and what we want to achieve. We convened out of a shared interest in the Developmental Model of Intercultural Sensitivity (DMIS). We began to talk about our work and our interests, and also began talking about our research. Some of our research projects are outlined in the handout. We were responsible for holding a session at the leadership conference. We have, over time, consolidated a long range plan of how we think the DMIS intersects with the University. We believe this work will promote the University goals. We would like to use our knowledge of the DMIS and the Intercultural Developmental Inventory (IDI) to expand our work and infuse it into things such as the civility campaign and the graduation requirement of diversity. We are also interested in developing a certificate in intercultural competence. We request that the Council of Deans put forth 10 names of faculty to take the IDI and also be involved in professional development. We would like some financial support to launch the PLCs and the coursework and for honoraria.

(Question): Have you already looked for funding? (Dona): We submitted a big ideas proposal but it wasn't funded. (Stark): We thought that bringing it to the M&C to put it in front of the Administration to see who wants to fund it.

(Question): I would encourage you to place this in for the Strategic Priority Funding. Also, some sort of course release time would be advisable.

(Question): There appears to be little inclusion of faculty from many groups in SBS, institutional diversity, etc. The more communication you have beforehand, the more support you may get from a variety of groups. (Dona): Our idea of going to the Council of Deans was to get more support.

(Question): Would some kind of email from Donna asking if people were interested in learning more? Perhaps an informational meeting with the Chairs could also help disseminate this information.

#### **4. FA Assessment & Evaluation Committee –HLC Process - Kirsti Cole – Time Certain 3:30 p.m. (Sent to Executive by email 02.05.13)**

(Cole): We have been working on this pretty heavily, and we are bringing this to you for your support for our model. We are transitioning from the PEAQ process to the new process called Open Pathway. This is a good thing; as we will have documents developed every four years instead of one giant document every 10. <Handout>. We will be checking institutional data annually instead of once every 10 years. Assurance reviews twice in 10 years, and requiring quality initiatives. The Assessment and Evaluation Committee will take on an advisory role in spearheading this initiative. We need an intermittent HLC Assurance Committee which would be convened one year prior to the

submission of the Assurance Argument. Appointments to his committee should include Planning, Assessment, and Budget Subcommittees, MSSA, Administration, etc. We are looking at a better process not only for understanding the accrediting process but also establishing individual in positions so that capable people may be ready for the process. We want to utilize institutional memory.

(Question): Where is this coming from? (Cole): It was developed by Assessment and Evaluation.

(Question): Would something like this best also go through the individual program accrediting committees? (Cole): It could.

(Question): Is there something that precipitated the need for this? (Cole): The HLC decided to change the system. They are trying to ease the burden by breaking up the work and allowing a year 4 and 10 year report.

***Hustoles/ Carson: Motion to Support this Proposal: Passed.***

## **5. 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) CORRECTION – MSU, MANKATO DID NOT NEED AN ADDITIONAL PERSON OUR SLATE IS FULL.

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

a. Extended Learning Spring 2013 Replacement for Peg Lawrence who is on sabbatical and represents Library/Unaffiliated - Paul Wyss for Spring Semester 2013.

b. CDS Work Group call for faculty volunteers. 1 Needed from the following FA Committees – General Education & Diversity –

Graduate Curriculum & Academic Policy – Dan Cronn-Mills (A&H)

Undergraduate Curriculum & Academic Policy – Kevin Elliott (Bus)

Two or Three At Large Members – Anne Dahlman (Educ) – Gregg Marg (SET) – Rhonda Dass (SBS)

***QD/Stark: Motion to Move the Slate for a and b above: Passed.***

c. Priority Registration Policy Committee (1 Needed) – AH&N - Ron Nickerson; Library & Unaffiliated – Kari Much; SET – Marilyn Hart; In-Jae Kim; Jeff Pribyl (Please read volunteer information statements)

***Stark/Hustoles: Motion to Nominate Nickerson: Passed.***

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

a. Hiring Committee Senior Director for Customer Services, Campus Technology Support vacancy (1 Needed) Kellian Clink (Lib/Unaf), Barb Bergman (Lib/Unaf) (Electronic vote 01.22.13) – Barb Bergman Selected

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

a. College of Business

Nominations & Election Committee

Extended Learning – Spring 2013 Replacement Needed

b. College of Education

Budget Committee – Spring 2013 and a 1 Year Replacement for Fall 2013.

## **9. DISCUSSION ITEMS/ACTION ITEMS**

a. "Governing Documents Updates and Constitutional Amendments." (Hustoles): Handout.

***Severns/Nickerson: Move the Slate of Changes: Passed.***

**b. Future of the Union – priorities (what is the union doing and should be kept, what are we not doing well that we should be doing better, what should we stop doing).** (Grabowska): I don't know where this discussion item came from, but it is a worthy topic. (Severns): It may have something to do with positions at the state office. (Grabowska): Stanton proposed a 3 year phased retirement. He made it clear that if this was not acceptable, he would keep working for 3 years and then retire. Howard will be retiring in December. Nothing has been defined yet, but if you have insights, I would be happy to bring them forward as we continue to talk about staffing. Nancy Black has also begun discussion of how the office of the President starts. The baptism by fire may not be the most efficient. How might this be reimagined? Should it be a 3 year term instead of two 2 year terms?

(Hustoles): Stanton is doing 2 very distinct jobs, lobbying and the retirement program. As he retires, it is going to be a great loss to us. If there is feedback, we need to get it to the subcommittee right now.

**c. Deans Response to Writing Intensive Task Force – Sent to Executive on 01.28.13 by email (28 page document):** (Nickerson): We received general support for a few things from the Administration already. We also wanted a ½ time writing director (Olson asked us why we didn't ask for a full time). Olson left, and the Council of Deans decided that they wanted to take a longer look at the Task Force recommendations. This is the Deans' response. They seem to be pretty favorable. Most of the ideas hinge on the development of the ½ time Director. We need the person start in the Fall 2013.

**Nickerson/Hustoles : Motion that we ask for the ½ time writing intensive Director from the Administration at the next M&C: Passed.**

**10. MEET & CONFER AGENDA ITEMS - Thursday, February 21, 2013 @3:00 p.m., CSU 284ABC (FA Chair/AD Agenda)**

#### **11. INFORMATION ITEMS**

- a. FA Executive Meeting Thursday, March 7 @ 3:00 p.m. , CSU 204
- b. FAAD Meet & Confer – Thursday, March 21, 2013 @ 9:00 a.m., CSU238 – AD Chair/ FA Agenda) – CANCELED –
- c. FAAD Meet & Confer - TENTATIVELY RESCHEDULED FOR THURSDAY, MARCH 28 @ 3:00 P.M., TBD??????

#### **12. FACULTY ASSOCIATION COMMITTEE CHAIRS REPORTS**

- a. Assessment & Evaluation (Kirsti Cole)
- b. Budget (Ellen Mrja)
- c. Extended Learning (Danae Quirk Dorr) *When the Extended Learning Sub-Meet and Confer meets again on February 27, we will be discussing the move of Extended Learning to Academic Affairs, the Metro Financial Model, the Metro Plan for Bachelor Completion, the Transfer Credit Forum and the Normandale Partners Center.*
- d. Faculty Development (Jennifer Veltsos)
- e. Faculty Improvement & Sabbatical (Emily Stark) *There is no report from the Faculty Improvement and Sabbatical committee; we will meet later in March to review the spring round of FIG grants (due in Dean's offices by March 22<sup>nd</sup>, 2013). If you are developing a FIG grant, please feel free to contact your committee representative or the chair, Emily Stark, with any questions.*
- f. General Education & Diversity (Maria Bevacqua)
- g. Graduate Curriculum & Academic Policy (GCAP) (Co Chairs – Claudia Pragman, Cindra Kamphoff) *To date the Graduate Curriculum and Policy Committee has reviewed approximately 96 CDS proposals. In order to be reviewed in AY 2012-2013, proposals must be in GCAP's queue by Friday, March 1, 2013. This means that proposals must have already been recommended by the department chair, college curriculum committee, and dean.*
- h. Planning (Miriam Porter)

i. UCAP (Ron Nickerson) *The faculty side of UCAP has been reviewing curricular proposals for the 2013-2014 bulletin and will continue to do so until the Friday before spring break. We have reviewed approximately 100 proposals to date and have slightly less than 300 to review prior to spring break. We have also had conversations regarding three year degree programs, curricular mapping and learning outcomes for upper division. The next Sub-Meet is scheduled for 1/29/13 and will focus largely on continued discussions of these three issues. We should also be receiving requests to conduct formal review of several academic policies. Of particular concern for the Sub-Meet is what will be a revised Academic Honesty Policy. REMINDER – We are under a MNSCU mandate to have learning outcomes for all upper division courses online by June 30, 2013. Forms to do this are on CDS in the same location as the forms that were used to upload lower division courses over the last two years.*

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

### **13. 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 –*I do not have a report from the GLBTA committee. There is a meeting of this committee at the IFO offices in St. Paul on Feb. 8th that I will be attending. I no news on the Chick-Fil-A front either, but I am in the planning stages for a boycott and campus awareness campaign on their practices.*

6. IFO Salary Equity –Ihsuan Li - *Neither the SGBOC nor Salary Equity have met since my last update; I don't expect meetings to be held before February 7<sup>th</sup>.*

7. IFO Feminist Issues – Annelies Hagemester - *IFO Feminist Issues Equity Committee is not meeting until Feb. 8, so I won't have anything to report for this executive meeting.*

8. Statewide Budget Review Committee - Ihsuan Li - *Neither the SGBOC nor Salary Equity have met since my last update; I don't expect meetings to be held before February 7<sup>th</sup>.*

9. IFO Action Chair – Leah Rogne -

### **14. OFFICER'S RPORTS**

a. **Vice President/Grievance Officer (Mary Visser)** : A lot of promotion and tenure issues. Some Grievances are also ongoing.

b. **Treasurers Report (Lynnette Engeswick):** Balance is \$13217.37. Income from last quarter was \$2915. Holiday party only cost \$289. Faculty breakfast was \$178. Web service was \$127.

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

**Meeting Adjourned: 4:57 PM**

Respectfully submitted,

Daniel J. Swart  
FA Secretary