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EXECUTIVE COMMITTEE MEETING
Thursday, April 29, 2010
CSU 238
Approved Minutes

Meeting called to order at 3:05 p.m. by FA Vice President Jim Grabowska.

In attendance: FA Vice President Jim Grabowska, Jackie Lewis, Candace Black, Dick Liebendorfer, Chris Corley, Dan Roma, Jeff Bumgarner, Roland Nord, Andy Johnson, Steven Gilbert, Mary Visser, Jean Haar, Ron Nickerson, Roger Severns, Mary Bliesmer, Becky Schwartzkopf, Mark McCullough, Marlene Lappe, Barbara Carson (recorder).

1. **Minutes of previous meeting - *Severns/Haar motion to accept. Motion passed.***

2. **Call for Additional Items/ Reordering of Agenda** – Grabowska: Several board members need to leave early so I request to reorder succession first and honors from 6b to item 3b. Also, I would like to add 8e. Authorship report

3. Officers' Reports

a. President: FA Vice President Grabowska: There is a petition to encourage faculty to post grades as soon as possible. In 2009, there were over 606 different classes not included by the final deadline. 58 different classes that had 5 or more missing. We are faced with students who are on probation of some sort and there is a completion rate issue. I encourage all of us to speak to our peers to encourage them to file grades in the appropriate times. This will help with retention of students.

IFO State Presidential Election – We have had one named placed into nomination. Are there other nominations? Hearing none, did everyone have a chance to read Roger's statement?

Bliesmer/Visser move to one year appointment of Roger Severns as interim FA President. Motion passed.

Severns: I appreciate all of this support and kind words and I look forward to us working together.

b. Vice President/Grievance/Officer - Grabowska: There are continuing issues given the lack of clarity on retrenchment. We continue to work with the administration to get letters out as soon as possible. The pressure and discord from my point of view is enormous across colleges, across disciplines. I hope we can bring this to resolution as soon as possible. They hope to have letters out by May 12.

Visser: They may not be able to do it until the end of May.

Grabowska: There are number of requests for BESI's that couldn't be accepted as articulated and now are being negotiated. That affected about 5 or 6 people. Some have been resolved.

Carson: Can the issue of aviation be addressed?

Grabowska: The President gave testimony that there will be a reprieve of 3 years for Aviation. In the conversaiton there was no implication of this for other faculty.

Carson: Can we make our membership aware that there are no implications for others?

Grabowska: I would be glad to address this with the membership.

Liebendorfer: All resources were external?

Grabowska: Yes, it covers the cost of the program. That reprieve did not necessarily mean there wouldn't be a cut to aviation faculty.

Nickerson: What happens after 3 years?

Grabowska: It will be reevaluated.

Corley: Will aviation stay in the college of education
Grabowska: That is in discussion.

3b. Honors Council: Corley: We created the council of 7 faculty members, 1 MSUAASF, 2 students and representatives from residential life and UCAP. We will be submitting our proposed curriculum and policy request to UCAP. We need faculty names.

Grabowska: We will have names for you.

b. Honors Council (1 from each unit) (A&H) –

Liebendorfer nominated Julie Kerr-Berry;

Corley nominated Nadja Krämer

Nadia Kramer was elected.

(EDUC)

Visser nominated Gynell Reid;

Johnson nominated Terry Fogg

Gynell Reid elected.

Nickerson/Severns nominated Barb Bergman (LIB/Unaf), Rachelle Toupenca (AH&N) and Kristin Scott (Business). All were elected.

(SET)

Schwartzkopf nominated Anne-Marie Hoskinson

Anne-Marie Hoskinson was elected.

(SBS)

Nickerson/Carson nominated Bill Wagner

Bumgarner/Bliesmer nominated Fred Slocum

Johnson/Corley nominated Emily Stark

Emily Stark was elected.

Corley: Gus Davis is interested in doing something with ours and their new faculty in mid-September.

Visser: What do we think about that?

Haar: That's a better time.

Black: What is the gathering, new faculty here and there?

Corley: Yes, let's do something with the other local communities. When I was at Moorehead we did it with the other schools there and it was a nice welcome.

Visser: I think it would be a nice thing. We will less new faculty than we have had in a while. It would be nice to get a van to take everyone up together. I would be happy to work with you and contact Bethany.

Grabowska: Let's find a neutral territory. So you two will explore the options?

Bumgarner: The only concern I have is, we don't want to dilute their connection at MSU.

Grabowska: The convocation is a unifying piece for our campus and then our college meeting. So, post labor day would work well.

Bumgarner: What about spending FA resources on this?

Visser: We spend money for the website that support services. I don't see this as a problem

Severns: I agree, there is no reason for concern. I know at least 2 faculty who live in St. Peter and then there are spouses are at both schools. In terms of the area, socialization is a big part of getting started at a new school.

Grabowska: It could be potluck.

Corley: I think Bethany and South Central be interested as well. We could host it here.

Visser: Maybe we can have an ice cream social in the fall.

Schartzkopf/Black move to explore possibility a gathering of new faculty from post-secondary institutions in the area. Motion passed

c. **Treasurer – Visser:** Reimbursements will come soon. They are ready to go when Donna gets back.

4. IFO/MnSCU OPENING FOR STATE IFO CONSIDERATION

a. **MnSCU Center for Teaching & Learning (2 reps total from 4 of the universities needed)**

b. **MnSCU Cross Functional Advisory Committee (1 rep total from 6 universities)**

Grabowska: It is hard to get members for these committees.

Lewis: Can we use skype?

Grabowska: There are tons of meetings. We might need a full time AA member that could be staff. But there are people who are skeptical because there were problems in the past.

Severns: There are state level committees that have used video/audio means but the problem is that obscure committees are very important. When the State brings in high power people, someone needs to be there. If you are not watching them it can slide by. I agree it is a problem.

Grabowska: In the next couple of years, the two largest universities are set up in opposition to the five smaller ones and this could drive wedge in the membership. Participation of all intuitions is important.

5. STATE IFO REPRESENTATION FROM MSU, MANKATO

6. FACULTY ASSOCIATION NEW APPOINTMENTS – Spring 2010

a. **NCAA Institutional Self-Study – By Electronic Vote – Jeff Pribyl and Ken Anglin**

c. **Ad Hoc Advisory Group for Undergraduate Research, Scholarship and Creative Works – Need 1 from each of the following:**

A&H- Black/Corley nominated Donna Casella. Casella elected.

d. **Academic Affairs Review Committee (3 Needed) (Bus) Queen Booker; (SBS) Andi Lassiter; Mike Fagin**

Severns/Visser move to accept slate. All elected.

e. **University Calendar Committee (1 Needed) (A&H) – Paul Hustoles.**

Severns/Black moved to accept. Motion passed.

f. **Grade Appeal Panel (3 Needed) (Bus) – Georgia Holmes; (SBS) Chris Corley; Lynnette Engswick** *Severns/Nickerson moved to confirm. Motion passed.*

g. **A&H General Education 1 year replacement for Gina Wenger – A&H Julie Kerr-Berry** *Nickerson/Visser moved to confirm. Motion passed*

h. [Replacement for Claudia Tomany on UCAP—Grabowska: *A&H Donna Casella has volunteered, but I don't know if Donna Blom had sent out a notice. Carson: I think we should submit a call to the membership before voting.*

7. FACULTY ASSOCIATION/IFO APPOINTMENTS – STILL NEEDED – Spring 2010

a. **Strategic Priorities (FA Co-Chair Appointments Needed)**

1. **Quality & Excellence (Avra Johnson – Co-Chair)** Corley: There is no need here, this information is inaccurate.

2. **Campus of the Future (Straka)**

b. **Enrollment Management Work Group Needed:**

1. **New Entering Freshmen (Brian Jones) -**

2. **Marketing – (Jeff Iseminger) -**

3. **Financial Aid/Scholarships (Brian Jones) –**

8. Discussion Items/Action Items

a. Pay for Monkey Survey to CESR - \$50.00

Grabowska: Let's also talk about 8c. I contracted a GA out of CESR and she did both surveys. We paid her \$50 for development of the instrument. On Monday, we should be able to get these out.

Visser/Nickerson moved to give amount. Motion passed.

Nickerson: Do we really need to do an evaluation of Mike Miller?

Visser: We talked about the fact we are not going to include him. Only library, SBS, SET, & the graduate dean.

a. FA Constitution & ByLaw – Change to read FA Constitution & Operating Procedures, etc. (Connie Howard) Severns: Connie proposed this to make things more consistent at the state level and at the different universities. It's really just a title change.

Black/ Corley move to accept these changes. Motion passed.

b. FA Budget Expense items: for Spring 2010, Fall 2010-02-10

1. Spring Ice Cream Social

2. FA Fall Retreat

- \$407.77 Includes all Committee Members

- \$441.75 Includes all Committee Members; Administration; Deans

3. New Faculty Buffet - \$282.63 – put on hold

4. FA General Meeting - \$165.11 (NOTE: Not applied for Spring 2010)

Visser: We didn't do food for the FA general meeting last year.

Grabowska: Are these numbers true?

Visser: We don't spend much money in the summer. We can pick up the bill for everyone at lunch at the retreat. I think it will be a well attended meeting.

Grabowska: There was a question about including administration and deans in lunch, should we continue the discussion?

Severns: I think it is good to be together in a non-confrontational meeting with the administration. It's always been very positive.

Nickerson: We can ask questions of the President in an environment when he is relaxed.

Black/Nickerson move to include all for lunch at the spring retreat. Motion passed.

Severns: Let's let Donna take care of it.

Nickerson: That would help.

d. Ongoing: Seniority Rosters, BESIs, Budget Matrix, Retrenchment

Grabowska: Any discussion?

Carson: How many people requested BESI's in the second round?

Visser: Possibly 11. Some will not be worked out. Probably less than 10.

Bumgarner: A fixed-term faculty member is disappointed that services do not include fixed term people, even though he has been paying FA dues for 5-6 years.

Grabowska: Don said we would put that forward and there wasn't an automatic no. Everything we have heard from the administration is a willingness to do something for all people. There has been contact between this individual and provost.

Johnson: Is there a time limit for the services?. How much time on campus is needed to warrant services?

Grabowska: I don't know. I would error on the side of providing help.

Johnson: Union dues get salary and benefits, that's what a person gets for being in the union. If you are there after 4 years you are taking a tenure track position from someone else.

Grabowska: Union dues do not pay for benefits. Everyone pays fair share.

Johnson: The union got us the salary and got us our benefits.

Black: It's a departmental decision to hire fixed terms, right?

Grabowska: Several 5th year people will continue for next year.

Carson: We need to watch for issue of adjuncts while retrenchment is going on.

Severns: Yes, and this gets complicated. I am aware of people who are hired for fixed term by one department and then later hired as fixed term by a different department.

Gilberts: This discussion is diluting our original discussion.

Severns: I suggest we let the administration say no.

Gilberts: Just don't use the contract as a stick.

Nickerson: I don't see probationary faculty and fixed term as the same. There is a different status. And they have different levels of protection under the contract.

Grabowska: Under retrenchment the IFO will not fight for fixed term adjuncts. They leave without priority. Probationary are next and then tenured faculty in reverse order of hiring.

Johnson: I hope the FA would not have a position on it.

Bumgarner: Should we be cautious about having fixed terms joining the association, should we advise them to only go fair share?

Severns: It is probationary or fixed term that are the differences. We can't insist that they receive benefits but we can advocate that it would be humane.

Nickerson: And we can encourage people to ask but it is the administration's decision.

Lappe: What is benefit of fixed term to join IFO? What's the benefit beyond fair share?

Grabowska: I hope these are extraordinary circumstances.

Bumgarner: Can I recommend that we add that to the meet and confirm agenda, formally ask administration to benefits?

Schwartzkopf: It is on the meet and confirm agenda, Item 3d.

Grabowska: Other discussion on this topic? Okay

8e. Authorship Report. Grabowska: Mark, I handed out the agenda you sent, can you report on this?

McCullough: Sure. In January the Exec Comm asked us to discuss authorship after Steven Bohnenblust spoke to the group. The subgroup of faculty research responded (see attachment). The committee is at a point where it should be shared.

Grabowska: One of the question is that Steve, as head of CSAR is asked to be an author on a study since CSAR is interpreting data. We have had no definitions of who and under what circumstances can a person claim authorship. The report is a draft defines authorship including faculty student authorship and dispute resolution. One issue is intellectual property in general and the dispute resolution are brought to authorship advisory board of 2 faculty members appointed by FA from research submeet, graduate dean, one grad student appointed by MSSA. The reason I asked to put this on this here is because we should provide input to the submeet in advanced to next fall. Nature of the report and Constitution of this body.

Carson: Were policies from other schools consulted?

McCullough: Yes, they are listed in the report.

Grabowska: Would you all like a copy to review to provide feedback prior to next fall?

Visser: Send it to us electronically

Severns: Send it electronically about week before our first meeting next fall and put it on the agenda as a discussion item for next fall. Could add to meet and confirm to indicate we are considering this. Add it to the presidents report.

9. Meet & Confer Agenda Items — Thursday, May 06, 2010 – CSU 204 (FA Chair/AD Agenda)

I. Information Items

a. Reorder/Additions

b. FA President's Report (Don Larsson - Standing Item)

c. MSU President's Report (Richard Davenport - Standing Item)

d. VPAA's Report (Scott Olson - Standing Item)

1. Administrative Searches

e. Human Resources (Becky Barkmeier)

II. FA Response to Seniority Rosters
III. Budget Cuts/Retrenchment Planning

II. Discussion Items

- a. MnSCU/Legislative Relations Recurring Items (Standing Item)**
- b. Budget**
- c. Differential Tuition for Online Programs, Metro Area**
- d. Recurring Items (if needed)**

III. FA Discussion Items for M&C

- a. Enrollment Caps for Packaged Courses (for Meet & Confer)**
- b. BESI Round 2**
- c. Application of BESI Round 1 and Round 2 savings overruns**
- d. Outplacement counseling for retrenched faculty and others**

10. Faculty Association Committee Chair Reports

a. Assessment & Evaluation - Jackie Lewis: Andy Lasiter will be the co-chair for next year. Student learning outcomes were submitted to exec comm 6 months ago. I would like to take back to the committee.

Grabowska: You are looking for feedback on the student learning outcomes?

Bliesmer: Budget committee gave some feedback already. There weren't any problems.

Lewis: Should they be on meet and confer? Or only if we agree?

Grabowska: Would you please send them to me again.

Lewis: Three committees had a chance to look at them

Grabowska: Administration said that Avra will continue as an interim position but that position may disappear. The presumption is that Lynn Akeny would serve as assessment and would work to combine it with planning.

Lewis: There are request for 2 statisticians to assist with this. Any decision from the group?

Nickerson: We haven't talked about them so we have no reaction. I didn't have one personally. We passed them out and I got no reaction.

Gilbert: The same for my committee.

Grabowska: We should this on the agenda for the first exec in the fall and as a meet and confer item.

Lewis: We can give an update at meet and confer

Nickerson: Yes.

Lewis: I'll send them out again.

b. Budget- Mary Bliesmer: I don't have anything specific.

c. Extended Learning- Roland Nord: The submeet passed along the administration plans for on-line tuition differential. The faculty did not support that plan. We believe more money should be coming back to the colleges. Not as much as we hoped but there will be some. We were told it would be a one year deal but on Monday, VP Hoffman asked for two year based on recommendation from VP Straka. In the proposal there is an assessment for two years. That may show up on March. That did go through the submeet. The pleasant surprise was that he initiated discussion to moving on-line learning to academic affairs. That has the support of administration. I would support that as well. He was willing to discuss that.

Grabowska: Academic affairs has been the affairs of all things. It has already apparent that they don't have enough people to deal with the issues.

Carson: Hoffman has skills in the private sector but he doesn't understand nor abide by how things operate in academia. At the last Meet and Confer, Becky used the term "service units" several times. What does that mean? It isn't a term used on campus. They should refer to faculty or bargaining units or

at least use our terms. Manipulation of language is a very powerful means for exerting control. We need to educate him on how a university works and then use his energy and talent to benefit our school, not to make obstacles for us.

Grabwoska: We met with Bob monthly and I encourage that kind of contact

- d. **Faculty Development** - Marlene Tappe: I don't have a formal report but a concern. We have a problem getting a quorum. We don't have a representative from SET. We have two strong deans but have lost both Heath and Early. There is no dean with a history of this group
- e. **Faculty Improvement & Sabbatical** - Candace Black: I met with Sandmann so notification letters for fig will go out on Monday.
- f. **General Education & Diversity**- Steve Gilbert: Gold courses, we only have about 12. That has been dealt with. Temporary students can take two purple instead of one of each. It is still new but with retrenchment, I'm not sure what will happen. The gold courses that have come forward are very good and accomplish the spirit. It is a concern. There may be more coming.
Nickerson: The report as was originally issued had a recommendation in it to hold a seminar for helping faculty to create these courses. One was done on professional development day but maybe that needs to be repeated or more involved. Let's give it a little bit more time.
Gilbert: I'm just expressing a concern.
- g. **Graduate (Jerry Robicheau)**- not present
- h. **Planning (John Seymour)** – not present
- i. **Research (Mark McCullough)** – We have nothing to add.
- j. **UCAP (Ron Nickerson)** Nickerson: Ucap will be busy this year. There are 120 conversions to deal with, and we have an issue with writing intensive stuff. The other issue we had conversation about faculty departments to implement curricular changes as result. From the faculty side of the submeet, we need to know which programs are shutting down. We can't put something through the system without knowing if a program is not going to be here. We are admitting students into programs we know are closing. The earlier we get those the earlier we can do something with them. We put through over 300 proposals this year and most were approved.
- k. **Unit Representation (AH&N-Lynnette Engeswick; A&H- Dick Liebendorfer; Bus- Georgia Holmes; Educ-Andrew Johnson; Lib/Unaf- Becky Schwartzkopf; SET-Daniel Toma; SBS-Jeff Bumgarner)** – No one had anything to add

Adjourned 4:45