

EXECUTIVE COMMITTEE AGENDA

Monday, August 21, 2012

10:00-11:45 AM

CSU 238

Corrected APPROVED MINUTES

In attendance: Jim Grabowska (FA President), Mary Visser (FA Vice President), Daniel Swart, Lynette Engeswick, Paul Hustoles, Barbara Carson, Roger Severns, Bridgette Cooper, Dick Liebendorfer, Georgia Holmes, John Seymour, Bobby Bothmann, Gregg Marg, Kevin Parsneau, Kirsti Cole, Ellen Mrja, Judith Luebke, Jennifer Veltsos, Emily Stark, Queen Booker, Claudia Pragman, Cindra Kamphoff, Miriam Porter, Gina Mumma Wenger, Ron Nickerson.

Meeting called to order at 10:11 AM

1. Minutes of previous meeting (Unapproved Minutes –April 19, 2012)

Hustoles/Severns: Motion to Approve: Passed

2. Call for Additional Items/ Reordering of Agenda

Move Section 10 h into Section 10 a

3. STATE IFO/MnSCU COMMITTEES APPOINTMENTS NEEDED SELECTIONS

a. GLBTA Issues Committee (Term ended July 2012) (1 Needed) Heather Hamilton, Paul Finocchiaro, Shannon Fisher, Bobby Bothman

Mrja/Hustoles: Motion to Appoint Finocchiaro: Passed

b. Government Relations (GRC)(1) (Term ended July 2012) – Fred Slocum

Hustoles/Visser: Motion to Appoint Slocum: Passed

c. Multicultural Issues (Term ended July 2012) Javier-Jose Lopez, Tamara Tucker Wilkins

Mrja/Carson: Motion to Appoint Jose Lopez: Passed

d. State Government Budget Oversight Committee (Term ended July 2012) (1 Needed)

Ihsuan Li, Gregg Marg

Nickerson/Liebendorfer: Motion to Appoint Marg: 7 votes: Not Passed

Porter/Bothmann: Motion to Appoint Li: Passed: 13 votes: Passed

4. STATE IFO/MnSCU COMMITTEE REAPPOINTMENTS UNTIL DECEMBER 2012 (Per IFO Office)

a. Contingent Faculty Committee Extended Until 12/12 – Jennifer Veltsos, William Lee

b. Constitutional Review Committee Extended Until 12/12 – Barbara Carson

c. IFO Presidential Election Committee Extended Until 12/12 – Georgia Holmes

Hustoles/Nickerson: Motion to Reappoint the Slate: Passed

5. FACULTY ASSOCIATION APPOINTMENTS SELECTED BY FA COMMITTEE MEMBERS AS CHAIRPERSONS

a. FA Sub Meet & Confer Chairpersons

1. Ellen Mrja – Budget

2. Emily Stark - Faculty Improvement & Sabbatical

3. Miriam Porter – Planning

4. Gina Wenger – Research

5. Jennifer Veltsos – Faculty Development

6. Kirsti Cole – Assessment & Evaluation
7. Maria Bevacqua– Gen Ed and Diversity
8. Cindra Kamphoff – GCAP (Graduate)

Hustoles/Carson: Motion to Appoint the Slate: Passed

Carson: Request to send these people a thank you for serving as chairs and co-chairs

Hustoles/Nickerson: Add Cindra to the list: Passed

6. FACULTY ASSOCIATION APPOINTMENTS CONFIRMED BY FA EXECUTIVE ELECTRONIC VOTE

- a. Student Relations Search Committee for SET (2 Needed) – Gregg Marg, Youwen Xu (Confirmed electronic vote May 2012)
- b. Faculty Development (1 Year Replacement) – Mezhabor Rahman (Confirmed by electronic vote May 2012)
- c. Honors Council – 3 Year Term- (1 Needed from A&H and 1 from SET)A&H – Kimberly Contag, SET – Stephen Druschel (Confirmed Electronic Vote May 2012)
- d. Extended Learning (COE) (2 Year Term) - Deborah Jessman (Confirmed by Electronic Vote) Tie vote in Education for between David Georgina and Deborah Jesseman (Donna’s Mistake)
- e. New Student & Family Programs (formerly First Year Experience) Search Committee for Coordinator of Family Programs (1 Needed)– Nancy Sprengeler (Electronic Vote by FA Executive - 06/06/12)

7. FACULTY ASSOCIATION APPOINTMENTS TO BE APPROVED BY FA EXECUTIVE

- a. Faculty Development Replacement (1 Year Term) (1 Needed) David Georgina
- b. Extended Learning - COB – (2 Year Term) Leon (Yilin) Chen
- c. Extended Learning – A&H (1 Year Replacement) Alisa Eimen
- d. Graduate Curriculum & Academic Policy – Education (1 Year Replacement) Karin Lindstrom Bremer
- e. Pedestrian Tunnel Project – (1 Needed) – Daardi Sizemore
- f. President’s Commission on Status of Women Chairperson – Leah White
- g. President’s Commission on Status of Women –(4 needed) - Ihsuan Li, Leah White, Annelies Hagemester
- h. Search Committee Head Women’s Basketball Coach (1) – Jeff Pribyl
- i. Search Committee – Assistant Athletic Director for Development & Strategic Partnership (1 Needed) – Peter McGhey
- j. SET General Education & Diversity (2 Year Term) – Mary Hadley
- k. Behavioral Consultation Team – (2 Needed) Roy Kammer

Hustoles/Booker: Motion to Appoint Kammer: Passed

- l. Behavioral Consultation Team (1) FALL SEMESTER ONLY 2012 – Penny Rosenthal (Educ), Kathy Marie Bertsch (SBS), Diane Joseph (A&H), Jeff Buchanan (SBS)

Seymour/Carson: Motion to Appoint Rosenthal: 8 Vote: Failed

Stark/Kamphoff: Motion to Appoint Buchanan: Passed

- m. Behavioral Consultation Team SPRING SEMESTER ONLY 2013 – Kimberly Zammitt
- n. Employee Recognition Committee (1 Reappointment) – Kellian Clink

Nickerson/Hustoles: Motion to Appoint the Slate: Passed

8. FACULTY ASSOCIATION APPOINTMENTS TO BE SELECTED

- a. LTR Committee (3 Year Terms One (1) for each Allied Health & Nursing- Lynnette Engeswick, Colleen Royle, Education – David Georgina, Diane Coursol, Library/Unaffiliated -

Casey Duevel, Peg Lawrence, Lisa Baures and One (1) At-Large – Amy Roisum Foley (A&H), Martin Mitchell (SBS)

Hustoles/Nickerson: Motion to Appoint Engeswick: Passed

Seymour/Kamphoff: Motion to Appoint Coursol: Passed

Bothmann/Mrja: Motion to Appoint Duevel: Passed

Hustoles/Visser: Motion to Appoint Roisum Foley: Passed

9. FACULTY ASSOCIATION COMMITTEE APPOINTMENTS STILL NEEDED

- a. College of Business
 - Research –
 - UCAP –

10. Discussion Items/Action Items

a. Search Committee Selections (Visser): Our department has a position approved in March, and the search it extended into the summer when people were not on duty. The Search Committee Members asked to be given for duty days and were told no from Dean, but got them eventually from the Administration. The FA may want to suggest to the administration some policy regarding the offering of duty days for committee members of summer searches. We should be compensated; this is important work. Everyone on the committee got four duty days.

b. Timely sending of Approved Minutes and Notes process (Grabowska): We are working on formulating an improved process by which the approved minutes get forwarded in time between the President, administration, and FA.

c. Faculty Association Committee Charges (Attached)

(Hustoles): The charges of the committee should not be dictated by the administration. Because this does not have the weight of a constitution, it can be changed readily.

(Nickerson): None of the charges look the same. Perhaps we should ask the committee chairs to get together and develop some uniform structure.

(Cole): In the amendments, there are three things that need to be stated in the charges. These appear to be missing in some cases.

Nickerson/Severns: Motion to form a subcommittee of sub chairs to find a uniformity and common structure for charges by end of semester: Passed

(Booker): Writing intensive was moved out of Gen Ed, but as of now there is no Writing Intensive committee. There may be enough work for there to be a Graduation Requirement committee. It is starting to become a bigger thing that it once was. This would change the charge dramatically. Who should be consulted?

(Nickerson): This would require a constitutional change. (Cole): Formation of a standing committee would be very helpful. (Grabowska): You may want to consult all of the other subcommittees. I would entertain ideas on how best to do this. (Hustoles): Somebody should write a proposal than can be vetted by the subs. (Grabowska): Perhaps this could be a part of the conversations about rewriting the charges.

(Booker): Since the writing requirement is not Gen Ed and Diversity, are we in violation by having the Gen Ed and Diversity committee oversee the writing requirement until a new subcommittee is formed? (Nickerson): The oversight hasn't moved yet, so it shouldn't be in violation. (Grabowska): I do not believe there is a violation.

d. CDS Update (Ron Nickerson): We had to make changes to the program code this summer. Four faculty were given some duty days this summer to work with ITS to help guide the rewrite. ITS is going to give us feedback on the timing of these changes. The major changes are pretty near completion. Last year we had really poor customer service; we want better service this year. Ed Clark and Warren Sandmann suggested that they might be able to find enough money to have a faculty person on reassign time to act as a CDS help resource. I expect that we will see a call for this from the administration in the near future. We are trying to bring CDS into the future. (Question): Will CDS look the same? (Nickerson): Initially yes. You can work on it right now, you just can't submit your proposal yet. (Questions): How are the relations between CDS and MnSCU now? We've been having a CIP code error for a year now. (Nickerson): There are a number of degrees that share a CIP code. I believe they are working on it.

e. Writing Intensive Update – (Queen Booker & Ron Nickerson): We are the Gen Ed and Diversity committee; we are willing to review the writing intensive requirement until a new subcommittee is generated (or some other solution). We'll be using the same method as we did in the past. If a new subcommittee is developed, the committee would help the writing director. Last year we talked about a request for a 50% faculty release for a writing director. Olson suggested that it might be full time release. Perhaps we need to have this hire taken care of before we initiate a new subcommittee. When we go into CDS this year, there initially may be some problems in which Writing Intensive courses may “bounce” unless they are also in the general education category. This is a thing in transition. We need to move on a writing director and whether we will have a writing committee. (Grabowska): We will be talking with the administration. We will put this on the list of discussions.

f. Electronic Waiting List for Registration (Marg): This was covered last year.

g. COB Voting Results –Research Write Ins: Paul Schumann – already serving on a committee, Jane Baird – sent email to see if interested - NO, UCAP Write Ins – Both are already on FA Committees representing the COB

h. Search Committees and appointment of FA over Summer Sessions – **Reordered above**

i. Behavioral Consultation Team – Appoint for 2 year term

j. FA Constitution and Operating Procedures (Articles Attached – Grey)

1. Article VI – Section 3 - Administrative Assessments (Balance)

2. Article IX – Section 4 – Duties of Officers and Committee Members

3. Electronic Voting for local balloting

(Hustoles): I offer to work on this with Carson's help. We will develop a series of constitutional amendments to suggest to the committee.

11. Meet & Confer Agenda Items - Thursday, September 27 @ 3:00 p.m., CSU 284ABC (FA Chair/AD Agenda)

(Grabowska): An administrator said they looked at faculty evaluations since they are now electronic. We will be reiterating to the administration that this is improper and that evaluations are confidential.

(Carson): D2L confidentiality also needs to be evaluated. We need to know if content is posted on D2L is owned by the faculty or the institution.

(Question): How do we talk to the administration about how disconcerting the kick-off meeting was? Analytics! (Hustoles): Since there was no directive, I suggest that there is no reason to address this as yet.

12. Informational Items

- a. FA General Meeting –Tuesday, August 21 @ 3:00 p.m., Ostrander Auditorium
- b. New Faculty Meeting – Wednesday, August 22 @ 8:30 a.m., Heritage Room
- c. Retirement Workshop Schedule – Russ Stanton
 - 1. Thursday, August 30
 - 8:00 to 9:00 a.m. – CSU 204 - Workshop
 - 9:00 –½ Hour Individual Appointments – FACR MH 240B –*FULL*
 - 1:00 to 2:00 p.m. - CSU 204 – Workshop
 - 2:00 to 5:00 p.m. ½ Hour Individual Appointments – FACR MH 240B - *FULL*
 - 2. Tuesday, September 4
 - 8:00 to 9:00 a.m. – CSU 238 – Faculty Nearing Retirement
 - 9:00 to 10:00 a.m. – CSU 238 – Newly Promoted Faculty Workshop
 - 10:00 –½ Hour Individual Appointments – FACR MH 240B – *APPOINTMENT TIME LEFT 11:30*
 - 1:00 to 2:00 p.m. - CSU 238 - WORKSHOP
 - 1:00 –½ Hour Individual Appointments – FACR MH 240B – *APPOINTMENTS TIMES LEFT - 2:00, 2:30, 4:30, & 5:00*
 - 3. Wednesday, September 5
 - 8:30 a.m. – Beginning of ½ hour Individual Appointments – FACR MH 240B
 - APPOINTMENTS TIME LEFT – 8:30, 9:00, 9:30, 10:00, 10:30, 11:00, 11:30*
- MAKE ALL ½ HOUR APPOINTMENTS THROUGH DONNA 2479 OR EMAIL donna.blom@mnsu.edu
- d. New Faculty Breakfast – Wednesday, September 12 @7:30 a.m., Heritage Room
- e. Next FA Executive Meeting, Thursday, September 13 @3:00 p.m., CSU 238

13. Faculty Association Committee Chairs

- 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)(Claudia Pragman & Cindra Kamphoff)
- h. Planning (Miriam Porter)
- i. Research (Gina Mumma Wenger)
- j. UCAP (Ron Nickerson)
- k. Unit Representation - AH&N –Bridget Cooper; A&H - Dick Liebendorfer; Bus - Georgia Holmes; Educ - John Seymour; Lib/Unaf – Robert (Bobby) Bothmann; SET - Gregg Marg; SBS - Kevin Parsneau
- l. State IFO Representatives - Barbara Carson; Paul Hustoles; Roger Severns

14. Representatives on IFO Committee Standing Committees

- a. IFO Academic Affairs – Penny Knoblich
- b. IFO Negotiations – Donna Brauer
- c. IFO Multi-Culture – Javier-Jose Lopez
- d. IFO GRC – Fred Slocum
- e. IFO GRC - Martin Mitchell –
- f. IFO GLBTA – Paul Finocchiaro
- g. IFO Salary Equity –Ihsuan Li –
- h. IFO Feminist Issues – Annelies Hagemeister -

- i. IFO Action Chair – Leah Rogne –

15. Officer's Reports

- a. Vice President/Grievance Officer (Mary Visser): Not much to say. A few small grievances have come up, but we've dealt with them. I have nothing else new to report at this time.

- b. Treasurers Report (Lynnette Engeswick)

Severns: As outgoing State IFO Treasurer, I have a few things. The IFO changed the funding formula last year, which helped our campus and St.Cloud. The new formula now includes staffing costs. This will help us budget- wise.

- c. President's Report (Jim Grabowska)

- 1. Note Taker Computer Moved to Purchase by Hustoles/Mrja Passes August 25, 2011

- 2. President's Retreat Summary Statements

The President wants a co-chair for the search committee for the VP of Academic Affairs from the FA. We have been asked to provide a co-chair. He has appointed the administrative co-chair already. How do we want to see this done?

Hustoles/Carson: Motion to have Grabowska co-chair: Passed

(Mrja): I am concerned that we aren't making women a more prominent part of the leadership of the committee. We really need more gender balance. (Visser): This is a very important thing to keep in mind, but at this time, I think that Jim may be the best choice for this position.

(Grabowska): Contract negotiations are proceeding; the process is going slowly by design.

(Hustoles): I wanted to say a quick thank you to those who participated in student orientation this year.

Meeting Adjourned at 1:59 PM

Respectfully submitted,

Daniel J. Swart
FA Secretary