

EXECUTIVE COMMITTEE MEETING

Thursday, October 13, 2011

Armstrong Hall 303

APPROVED MINUTES

In attendance: Jim Grabowska (FA President), Daniel Swart, Lynnette Engeswick, Paul Hustoles, Barbara Carson, Kelly Krumwiede, Daardi Sizemore (Representing Lib/Unaf as Unit Representative for Becky Schwartzkopf), Gregg Marg, Ellen Mrja, Danae Quirk Dorr, Queen Booker, Miriam Porter, Kellian Clink (Representing FA Research Committee for Hans-Peter DeRuiter), Ron Nickerson

Presenters: Kellian Clink and Heather Camp

Meeting called to order at: 3:05 PM

1. Minutes of previous meeting (Unapproved Minutes –September 15, 2011)

Engeswick/Nickerson: Moved to approve: Passed

2. Call for Additional Items/ Reordering of Agenda

3. Formal Proposal for Advising Task Force (Kellian Clink) (3:05 time certain)(Emailed to Executive 10/03/11)

The Task Force has been meeting for 2 years. The advising website looks like it is showing forward motion, but we need to continue to monitor its development. A survey of students and advisors was conducted asking to name good/bad advising practices and asking for suggestions to improve advising. From this survey, a large document was produced. The problem areas appear not to be the SRCs, but the advisors themselves. Many advisors self-selected as a big part of the problem. The Task Force suggests that each college may now need an Advising Working Group to study the training needs of the people who are doing the advising. Unless advisors are happy with their skills and resources, advisee's won't be happy. Task Force suggests that the proposed Advising Working Group include at least one member from each college. One expected task of the Working Group would be guidance of the website development. Members of the Working Group would become a point person who could quickly answer advising question, and be someone to advocate for advising on our campus. (Question): There are problems with distance learning and transfer students; we expect them to figure things out for themselves. We need to address this.

(Question): Isn't this an administrative issue? (Grabowska): David Jones would be in charge. Carson: distance learners are paying fees, what are they getting if not advising? (Engeswick): What faculty and students think is important in advising may not be the same.

Engeswick/Nickerson: Moved to propose at least one FA member from each college take part in an Advising Working Group: Passed.

(Question): Can we have you write a charge for the group? Kellian: Yes.

4. FA Writing Task Force - Final Recommendations regarding the Writing-Intensive Requirements (Heather Camp) (3:18 p.m. time certain)(Emailed Update to Executive 10/07/11)

This Task Force was created to investigate the writing intensive requirements at MSU. We are finalizing our report. The Task Force recommends that 2 writing intensive course requirement need to switch from a general education requirement into a graduation requirement. With this change, non-general education focused writing courses can count for the requirement instead of just general education writing courses.

(Question): We are investigating this because our current situation violates MnSCU requirements. How does it violate? (Nickerson): Because MnSCU says it does.

MnSCU will force us to separate the writing requirement from the general education requirement. This switch to graduation requirement does not preclude general education courses; it just opens the door for others to count as well.

(Question): So students coming in with an AA that meet General Education requirements would still have to complete some more courses to meet this new graduation requirement? (Camp): Yes.

(Question): How can we approve writing intensive courses without the control through general education?

(Nickerson): Vetting the courses will take several years. The mechanics/process of offering upper division writing intensive will need to be developed.

Hustoles/Booker: Moved that writing intensive recommendations be moved to the appropriate committees: Passed

5 IFO STANDING COMMITTEE APPOINTMENTS NEEDED

- a. IFO Treasurer's Advisory Committee

6. FACULTY ASSOCIATION – STILL NEEDED –Fall 2011

- a. COB Extended Learning – Business (1 year replacement needed for Brenda Flannery)
- b. FA Nominations & Election Committee Spring 2012 – (Need Business & Education)
- c. COB Rep on LTR 1 Year Replacement –

7. FACULTY ASSOCIATION APPOINTMENTS CONFIRMATION NEEDED

- a. Undergraduate Admissions Appeals Committee (ALL) – A&H – Dan Cronn-Mills; Nan Johnson-Curiskis; Leah White; Nancy MacKenzie; Mavis Richardson; Marshel Rossow; Chuck Lewis; Julie Kerr-Berry; Deepa Oommen; AH&N – Lynnette Engeswick; Rachelle Toupenca; Autumn Hamilton; Roy Kammer; Lori Meyer; Marlene Tappe; EDUC – Anne Dahlman; Thomas Peterson; LIB/UNAF – Kari Much; Nancy Rolfsrud; Miranda Hellenbrand; Nancy Sprengeler; Casey Duevel; George Corey; SBS – Emily Boyd; David Beimers; Nadarajan Sethuraju; Emily Stark; Fred Slocum; Karla Lassonde; Laura Strunk; Kristie Campana; SET - Christopher A. Conlin; William (Bill) Peterson (If Needed);
- b. Dean's Search College of Allied Health & Nursing (1 from Each Department – Sandmann Chair) – Dental Hygiene – Lisa Fleck; Family Consumer Science – Jill Conlon; Health Science – M. Dawn Larsen; Human Performance – Patrick Sexton; Nursing – Donna Brauer; Recreation, Parks & Leisure Service – Ron Nickerson; Speech, Hearing & Rehabilitation Services – Bonnie Lund
- c. Dean's Search College of Education(1 from Each Department – Zakahi Chair)- Aviation - Tom Peterson; Counseling & Student Personnel – Walter Roberts; Educational Leadership – Julie A. Carlson; Elementary & Early Childhood- Dr. Maureen Prens; Educational Studies K-12 & Secondary Programs - Kathleen Foord; Special Education – Dr. Alexandra Panahon –
- d. Lib/Unaf Faculty Development 1 Year Replacement (Select 1) – Lynne Weber; Kari Much

Hustoles/Sizemore: Moved to confirm Lynne Weber: Passed

- e. Faculty Development Chairperson – Diane Witt
- f. Employee Recognition Committee – Kellian Clink

Hustoles/Nickerson: Moved to confirm the Slate: Passed

8. Discussion Items/Action Items

- a. Update of Committee Charges (Sent by email to Executive 10/03/11)

Hustoles/Nickerson: Moved to remove the "time-certain" statements regarding committee meetings from committee charges, and replacing with a given frequency: Passed

b. Differential Tuition and Accountability (Booker)

We are meeting tomorrow to put the final touches on the proposal for how to apply for differential tuition. Hopefully, something will be out in draft soon. Differential tuition fees will also be discussed, but percentage increases are out of the discussion.

c. FA Constitution Revisions (B. Carson)

The FA attorney has a list of suggestions for constitutional revisions. We as an Executive body can suggest changes, and then membership votes via a written ballot. Hustoles and Carson will work on actual language and bring a series of motions back to the Executive Committee.

d. Holiday Gathering Monday, December 5, 2011 – Cost?

Hustoles/Porter : Moved that up to \$400 be spend on the holiday gathering: Passed

9. Meet & Confer Agenda Items — Thursday, November 10, 2011 @ 3:00 p.m., CSU 204

(FA Agenda/AD Chair)

10. Informational Items

a. Next Executive Thursday, November 17 @ 3:00 p.m., CSU 285

b. Delegate Assembly – March 23 & 24, 2012

c. Unit Representative Training Sessions – October 25 – State IFO Presenters – Pat Arseneault, Connie Howard, Tiff Nelson)

Hustoles/Mrja: Moved to extend invitation to the training sessions to the Department Chairs: Passed

11. Faculty Association Committee Chair & IFO Standing Committee Reports

a. Assessment & Evaluation (Kirsti Cole)

b. Budget (Ellen Mrja) Budget has been working very hard on proposals for one time money. If there are any issues, there is room on the SM&C agenda

c. Extended Learning (Danae Ouirk Dorr) *The Extended Learning Sub-Meet met on Sept. 28th. The Sub-meet supports moving the new Proposal for Distribution of the Online Tuition Differential dollars forward. The need for planning and reporting on the use of differential tuition was discussed and will be a topic of continued discussion. The College of Extended Learning provided an overview of how the differential dollars have been used to date. In addition, an update on East metro and the 7700 France build out was delivered.*

d. Faculty Development (Diana Witt)

e. Faculty Improvement & Sabbatical (Emily Stark) *Because we just got word of the reinstatement of 19A and 19B funds, we are persuing whether or not to have a fall round of FIG grants, with a late-October deadline. More information on this should be announced to the campus soon.*

f. General Education & Diversity (Queen Booker) *No report at this time*

g. Graduate (Nancy Fitzsimons)

h. Planning (Mirian Porter)

i. Research (Hans-Peter DeRuiter)

** This year the Faculty research committee (FRC) will only have \$50,000 in grant moneys to distribute. Thi is close to a 50 % decrease from last year. The committee will fund all approved proposals until the funds are depleted this first round. If any funds remain or new funds are designated for Faculty Research Grants(FRG) later this academic year they will be distributed in the spring funding cycle. An email was sent to all faculty informing them regarding this.*

** The FRC discussed the conflict of interest guidelines for the FRG grants. If a member of the FRC is submitting a grant application for funding they will withdraw themselves from the entire selection process and find a replacement from their department. If a member is an adviser on an application, but has no financial gain resulting from the Grant they will abstain from voting.*

** During the October and November meetings the FRC will be reviewing and selecting which proposals will receive FRG funding*

** In the Decembe 2011 meeting the FRC will be exploring additional ways that Faculty research can be supported/recognized.*

- j. UCAP (Ron Nickerson)
- k. Unit Representation - AH&N – Kelly Krumwiede; A&H- Dick Liebendorfer; Bus- Georgia Holmes; Educ- John Seymour; Lib/Unaf- Becky Schwartzkopf; SET-Gregg Marg; SBS- Kevin Parsneau
- l. State IFO Representatives (Paul Hustoles; Angela Monson; Barbara Carson)
- m. Other FA/IFO Committee Rep. Updates
 - 1. IFO Academic Affairs – Penny Knoblich (Sent report to Executive 10/05/11)
 - 2. IFO Negotiations – Donna Brauer
 - 3. IFO Multi-Culture – Maurella Cunningham
 - 4. IFO GRC –Abdalla Battah; Martin Mitchell
 - 5. IFO GLBTA –Maria Bevacqua (Sent report to Executive 10/05/11)
 - 6. IFO Salary Equity – Ihsuan Li
 - 7. IFO Feminist Issues – Annelies Hagemeister
 - 8. IFO Action Chair – Leah Rogne – (They have not yet meet)

12. Officer's Reports

- a. Vice President/Grievance Officer (Mary Visser)
- b. Treasurers Report (Lynnette Engeswick): Current balance: \$7,018.59.
- c. President's Report (Jim Grabowska): If you know of someone interested in the old Macintosh computer used for minutes, please let us know: \$150. (Booker): I'll look at it before we get away with it. Lassiter has some mock-ups of the FA website.
(Question): The revolving picture may be hard to load, a static picture would be faster to load.
(Question): Several have very small writing; larger text will be much more readable.
(Question): I would be nice to see news items (action items, etc.) on the front top of the page.
(Question): The one with the drop-down tab menus is more detailed and easy to use.
(Question): The only one I didn't like had MnSCU in the upper corner. This makes it look like a MnSCU website and not an IFO website.
(Grabowska): My idea was to have pictures of faculty, not the bell tower. Please send me your input, so that what we put up is reflective of whom we really are.

Presidential scholarships are back. We will be inviting former presidential scholars to see if they are interested in taking part of the interview process. Issues with Chair pay and when it was paid out is being investigated. Midterm grade reporting is being requested; please do it and support it. FIG and FRG money: the MOA has been signed. 19A and 19B money will actually load within the next 2 weeks.

Adjourned: 4:33 PM.