

FA EXECUTIVE MEETING

Thursday, October 29, 2015

CSU 238

3:00 p.m.

Approved Minutes

In attendance: Mary Visser (FA President), Bobby Bothmann, Carrie Chapman, Kirsti Cole, Diane Coursol, Dan Cronn-Mills, Steven Gilbert, Paul Hustoles, Avra Johnson, Kelly Krumwiede, Jackie Lewis, Dick Liebendorfer, John Lindberg, Javier-Jose Lopez, Kari Much, Shannon Miller, Patricia Nelson, Roland Nord, Luis Posas, Joseph Reising, Roger Severns, Fred Slocum, Daniel Swart, John Thoenke, Teri Wallace, Lynne Weber, Gwen Westerman. Visiting: Bruce Jones

Meeting called to order at 3:04 PM

1. Call for Additional Items/ Reordering of Agenda

- 6. j. Teaching Scholars
- 6. m. Calendar and Faculty Webpage
- 6. k. Academic Technology
- 6. l. Scantrons

2. CONSENT AGENDA

- a. Minutes of previous meeting (Unapproved Minutes –October 15, 2015)
- b. Professional Development Day (1 Needed) Andi Lassiter (SBS)
- c. Search Committee - Vice Presidents of University Advancement (1 Needed) – Paul Hustoles (A&H)
- d. Search Committee – Dean of Arts & Humanities – Art – Alisa Eimen, Communication Studies - Sachi Sekimoto, English – Candace Black, Music - Michael James Olson, Philosophy - Brandon Cooke, Theatre and Dance – Paul Hustoles, World Language & Cultures - Elizabeth A. Harsma

Hustoles/Severns: Motion to Approve:Passed

3. Bassam (Sam) Al-Mohamadi – MSSA Vice President – Time Certain 3:45 p.m.

I am glad to be here. Some Recognized Student Organizations (RSO) did not get recognized because they didn't follow procedure. When I talked to some staff in the RSO office, they were told by a lot of the students that they weren't informed by their faculty advisors on how to get recognized. Faculty advisors are important; we want to make sure that you understand your importance.

Several of our MSSA committees need IFO members. The Diversity Committee in particular is very important for us to have faculty representation. It is always better to have representation.

(Question): Are you still in need of faculty for these 3 committees? (Visser): Yes.

(Question): Can you give us an idea how often these committees meet? (Al-Mohamadi): Usually weekly.

(Visser): Please provide the timing information to me so that I can get that information out to the faculty.

4. SELECTION OF APPOINTMENTS NEEDED FROM EXECUTIVE

- a. Search Committee – Dean of Arts & Humanities - Select 1 from Mass Media - Amy Mattson, Ellen Mrja, Jane S. McConnell

Hustoles/Severns: Call for Ballot Vote: Mattson Selected

- b. IFO Ad Hoc Committee on Concurrent Enrollment (1 Needed) – Lee Cornell (SET), Andi Lassiter (SBS)

Hustoles/Thoemke: Motion to Appoint Lassiter: Passed

5. ORAL COMMITTEE REPORTS FOR THURSDAY, OCTOBER 29, 2015 – **Target Time 3 Minutes Each**

a. Assessment & Evaluation – Heather Von Bank

(Much): Currently researching other Universities of similar type. This information will help us redesign a system for MSU. Pathways to student learning award is based on program assessment information. Paul Mackie gave us a rubric used for evaluation. We talked about incentives; plaque, etc. Lynn Akey talked us through the HLC assurance system. We reviewed feedback from the Academy, they thought we did quite well. We were seen as a very good standing for accreditation. Our next meeting is Nov 13th.

b. Budget – Roland Nord

We met on the 13th. No update about budget deficit reduction for FY2016 was available. Academic affairs is waiting in BESIs before making announcements. The Sub-Meet is beginning a review of procedures for the assurance argument for HLC. Straka reviewed fall enrollments; not as far down as we thought (~63 FTE). Graduate enrollment may be a record high. We asked Straka for update on the Staffing Trends document.

(Question): At the last meet and confer, we brought up summer money. Is this figure still a mystery? How did we do last summer? (Nord): The check should be in the mail.

c. Extended Education – Paul Wyss

d. Planning – Patricia Nelson

The Call for Strategic Funding Priority Projects has gone out. We had our first meeting with the extended Sub-Meet to address Charting the Future coordination. We are also looking at strategies for getting campus feedback on the principles and areas of distinction identified in the Academic Master Plan to help shape some recommendations for the next Strategic Plan. We met on 22nd for CTF. We looked at all the CTF documents to see how we should proceed. Not a lot to do before the spring semester on this campus. I am paring down the document for ease of reading to be placed on the website.

e. Research – Teri Wallace

<Handout>

f. Unit Representative – (Every Meeting)

g. IFO GRC – Marty Mitchell/Fred Slocum

The Government Relations Committee met on 10/15 & 10/16 in St Paul at IFO Headquarters.

1. We had a report from the TRA representatives that sated TRA will likely make some adjustments on annual return based on their experience study of the past five years. This recommendation will likely be for a lower annual rate of return by .5% (8.5 to 8.0). This recommendation will assumedly go forward to the pensions committees in the House and Senate.

2. House High Ed Committee Chair Bud Nornes (R-Fergus Falls) spent 45 minutes with us at IFO Headquarters listening and discussing potential topics for the next session. Chair Nornes made it clear that a supplemental appropriation is likely and that the IFO and the System Office need to be on the same page per the number that will be requested. Chair Nornes also noted MSU's Clinical Sciences building in on his radar per bonding Phase II of that project.

Supplemental: We noted that MnSCU asked for \$142 million last session and received \$100 million with another \$22 million from increased tuition. We sated that the missing 20 million would likely form the basis for the supplemental appropriation request.

3. We also met with Representative Melissa Hortman (D-Brooklyn Park). She stated that she will introduce legislation asking for supplemental appropriations of \$42 million for the U of M and MnSCU. She is not on the higher ed committee and we are not sure what her numbers are based on. Personally, I am not sure she will gain much traction with her proposal, although the good news is that she favors a supplemental appropriation.

4. We met with Governor's Head of the Office of Higher Education, Larry Pogemiller. Pogemiller made a change to the financial aid formula that favors the U and the privates—he raised the tuition cap. IFO may take a position to legislatively try and override this—we will decide at our January meeting. He stated Governor Dayton would be open to a supplemental and noted MnSCU and the IFO need to present a united front. He also noted the Governor would make pre_k education funding a major goal.

5. The Student association also met with us. Their main topic was textbook costs and open sourcing text books. Personally, I felt their lobbyist did not really understand the need for a supplemental appropriation nor did the president of that organization. We explained that budget shortfalls would not result in administrative layoffs. Instead, the results would be classes being cancelled and faculty either being cut or not hired. Hopefully, that message sunk in. Personally, I do not think it did.

One final point, it "appears" the budget surplus will be larger than expected. Thus, from all our speakers, I get the idea that bonding (\$850 million to 1 billion), cash spending for infrastructure, supplemental appropriations and tax cuts (with the latter two criteria being more targeted to specific items) will likely occur.

(Question): Is there a quick definition for what the rate of return is? (Severns): They make an interest rate assumption, and there is a premium included. If they drop the rate, the premium will go up. (Slocum): I don't have any firm numbers.

h. IFO Multi-Culture - Jose Lopez

We have not met yet. We will meet in two weeks and will report back then.

i. IFO Salary Equity – Dan Cronn-Mills

We have not met yet. We are supposed to do a salary equity review on a given date, but we didn't. We will be having two reviews ongoing at the same time.

6. DISCUSSION/ACTION ITEMS

a. "Hurt Stories"/Allocation Model (Visser/Bothmann)

(Bothmann): At last M&C, we where told that if we had a fair allocation system, we would have an extra \$700 per student. If we had a little bit more money, what could we do with it? How are we hurt by not having this money? (Visser): What helps is being able to point out specifics in departments on how students suffer from the allocation model. Please bring any stories you hear forward. Talk to your colleagues so that we can bring these to legislators in particular.

(Question): Could you send out an example so that we have a better idea of what you are talking about?

(Bothmann): As an example, the Library used to get an 8% increase per year so we could keep up with journal cost increases. We now have a static budget which will start to hurt everyone. (Visser): I think we can get some examples out.

b. Nomination for Negotiator (On Ballot for 2016) FA Executive Nomination Needed

Hustoles/Swart: Nomination of Cron-Mills: Passed

c. MMB – Respectful Workplace Processed Guidelines (Visser) (Sent with agenda)

d. Writing Across the Curriculum – Ad Hoc Update (Hustoles)

I hope to meet within the week and will be able to report at the next meeting.

e. Anti-Bullying Training Update (Bothmann)(Sent with agenda - Updated)

Message from Donna Blom attached. The antibullying committee attended the workshop two weeks ago. We have a meeting next Thursday to continue working on our action plan. We will be bringing something more concrete at the next meeting.

f. HR Issues – (Visser/Marg)

Snaza will be having back surgery. I started to panic that there would be things that would fall through the cracks. They are hiring extra staff. Please provide specific details if any problems arise. We need to keep timelines on searches. Perhaps target a few search chairs to keep timelines so that we can see potential snag-points.

(Question): In previous M&Cs, Davenport noted that they needed more staffing, have they dealt with that?

(Visser): They had some vacancies, but my understanding is that they have filled all the vacancies.

(Question): I think that some in that Office are better than others at maintaining contact. Perhaps if they rearranged themselves, they may find better workflow. (Visser): Please send me specifics.

(Question): Am I the only one to notice that the Registrar's Office only has one person who can do things, and they are always gone? (Visser): please send specifics to Donna and myself.

g. IFO Updates (Visser/Marg)

You received in your packet the MMB policy for Respectful Workplace. If you have time to read it and have specific comments, please bring them to me. This needs to be brought back to MnSCU fairly soon.

The Allocation Model currently favors other institutions compared to us. We feel that the Chancellor's Office may be trying to back-door manage the model. We would like to have greater input on the campus TFC. Reading info from document....

We need to speak directly to the Trustees to see if we can get the Allocation Model tied to instructional data. It currently isn't.

(Question): How is it that our sister colleges are going to handle changes to allocation? (Visser): I believe that they are on board with the fact that there are inequities. (Hustoles): The board of trustees is engaged in a different way than they used to be. They are now listening to us. They tend to reward things like creative austerity, etc.

Please come to delegate assembly.

The number of BESIs requests has climbed to 50. This includes both faculty and staff. They are on schedule to get people responses by Nov 3rd.

January 7th is the first duty day of the Spring Semester; this may be the first M&C.

h. Charting the Future (Marg/Visser)

i. Summer School Assignments (Visser/Marg)(Sent to Exec. 10.28.15)

Don Larson from 2009 Memo. We had a number of problems of summer classes not filling and faculty still wanting to teach. Do we have any ideas on how we want to deal with this?

(Question): I hate to change something that seems to work apart from a few people. Perhaps the unit reps can go back and talk to the departments?

(Question): In our college it usually works pretty well, but we've had some problems. I believe that the problems came from following a procedure from outside the normal.

j. Teaching Scholar – Bothmann

There is not a lot of time until the Teaching Scholar Application Deadline. Perhaps we need to get an extension for this year and more advertising.

The dates on the Academic affairs website were last year's dates. Fleischman wanted to meet with Faculty Development Committee with a proposal to move forward even if the dates were wrong. I'm not sure that he wouldn't be unwilling to give an extension. We were told on Monday that they would be extended until Nov 6th; it's not a full 2 weeks.

k. Academic Technology – Diane Coursol

I was placed on this team. <Handout>. In response to lack of communication, each campus has an academic technology group. There are some opportunities for us to get some money for things we already do. Shark-tank Funding model. Open textbook training and review. Earn a stipend to be trained and earn a stipend to review. Get grants to write your own open textbooks.

(Question): How are these things being communicated to the faculty in general? (Coursol): It has been sent out to faculty. The information is supposed to be disseminated from the group to the Deans and then to the departments. (Visser): Let's have this sent out to the faculty.

L. Scantron –Poses

The ITS office only has a drop-box. They will take 3 business days to process the grades. When you pick up the grades, you have to set up an appointment. This problem has been noticed in SBS. The leadership council has noted this lack of support. We have discussed some solutions. The IT has proposed a camera grading app that grades exams one at a time. This doesn't seem to be a viable solution.

(Visser): I'd be happy to take this to the administration.

(Question): There have been questions about Scantrons to buy; they all use different forms.

M. Calendar – Bothmann

Could we have a web calendar that lists everything? I think we also need a homepage that non-prospective students can use so that we (faculty/staff) can find things.

7. BRIEF WRITTEN REPORTS FOR THURSDAY, OCTOBER 29, 2015

a. Faculty Development – Lynn Weber On Friday, October 16 the Sub-Meet Faculty Development Committee sponsored a live-streamed Tenure and Promotion Workshop. In addition to featured speakers Associate Provost Robert Fleischman, Faculty Association President Mary Visser, and Moderator Dean Brian Martensen, a panel of successful tenure and promotion applicants Shannon Miller (SBS), Daardi Sizemore (Library Services) and Timothy Secott (CSET) presented their journey through the process. This was followed by small sessions led by Deans with attendees from their Colleges. CSET and AHN, communicated with off-campus faculty via Telepresence.

Since then, the Sub=Meet and Confer Committee has met with Associate Provost Robert Flesichman regarding the future of the Teaching Scholar Awards. An October 22 meeting attended by Paul Brennan, Susan Burum, Henry Morris, Mezbahur Rahman, Lee Tesdell, Lynne Weber, Diane Witt, described the history of the award and the procedures in place to evaluate and select submissions each year. At an October 26 follow-up session Faculty Karin Lindstrom Bremer, Diane Witt and Lynne Weber met with Dr. Fleischman to discuss his proposal to examine the program this year (three applicants have submitted proposals to Academic Affairs). Because there was not current information on the web site earlier the application deadline has been extended until November 6th and a revised calendar has been posted on the Academic Affairs web site. Dr. Fleischman has indicated that in the future final reports of Teaching Scholars must include assessment of outcomes from each reporting awardee.

b. Faculty Improvement & Sabbatical – Kari Much – The FIG/Sabbatical Committee met jointly with administration on 10/23/15 to discuss FIG proposals for the fall cycle. Of the 18 proposals submitted, 13 were recommended for funding, totaling \$23,250.70 (\$23,941.50 available). Recommendations were given to the Associate Provost on 10/27/15. The committee expects to begin reviewing sabbatical applications the first week of November, and a joint meeting with administration has been scheduled for 11/16/15.

c. General Education & Diversity – Dick Liebendorfer/Anne Dahlman - GenEd and Diversity and Diversity continues to work on assessment issues. Not much changed or different since our oral report at last Exec meeting.

d. Graduate Curriculum & Academic Policy – Barb Bergman/Tim Secott - GCAP met 10/19. CDS proposals 10083-10090 and 10460-10462 were reviewed and approved. One thesis was submitted for

consideration for the MAGS Thesis Competition - that of Rachel Aguilera-Vanderheyden, Master's in Industrial/Organizational Psychology. This thesis was approved and forwarded to Dean Ries for submission. The GCAP "sub-sub-meet" - Chris Mickle, Henry Morris, Suzannah Armentrout, and Tim Secott met 10/21 to begin prioritizing issues relating to Graduate Assistants.

e. UCAP – John Lindberg

f. IFO Academic Affairs – Patricia Hoffman

g. IFO Action – Queen Booker - The Equity survey will be released to campuses in the next couple of weeks. Faculty are encouraged to complete the survey as it is designed to help the IFO understand the barriers to participation in the IFO.

i. IFO Budget Oversight – Avra Johnson - The Budget Oversight Committee is having its first meeting in December. Some material have been sent to the committee for viewing but I have not had any time to go over the information yet.

j. IFO Feminist Issues – Leah White - The FIC will meet for the first time this year on Friday Oct 30th.

k. IFO GLBTA – Shannon Miller - The GLBTA Equity Committee completed registration last Friday for the 2nd annual IFO LGBTIQAA Conference. We are pleased with the registration numbers and excited about the conference.

l. IFO Negotiator – Dan Cronn-Mills - The proposed contract for 2015-17 passed with a statewide faculty participation rate of 42.09% (923/2193) with a 98.59% (910/923) YES vote. MSU Mankato had a participation rate of 48.28% (252/522) with a 99.6% YES vote. 13 votes across the system voted NO for contract ratification.

8. MEET & CONFER

a. FAAD Meet & Confer – Thursday, November 5, 2015 @ 3:00 p.m. in CSU 245 (FA Chair – AD Agenda)

9. INFORMATION ITEMS

a. Next FA Executive Meeting – Thursday, November 12 @ 3:00 p in CSU 238

b. Oral Reports for Thursday, November 12, 2015

a. Faculty Development – Lynn Weber

b. Faculty Improvement & Sabbatical – Kari Much –

c. General Education & Diversity – Dick Liebendorfer/Anne Dahlman

d. Graduate Curriculum & Academic Policy – Barb Bergman/Tim Secott

e. UCAP – John Lindberg

f. Unit Representative (Each Meeting)

g. IFO Action – Queen Booker

h. IFO GLBTA – Shannon Miller

- i. IFO Negotiations – Dan Cronn-Mills
- d. Officer Wilkins (Time Certain 3:15) November 12, 2015
- e. Representation Still Needed For Fall 2015/Spring 2016

1. BUSINESS

Planning (2 Year Term)

Undergraduate Research Center for COB (1 Needed)

2. SBS

UCAP (1 Year Replacement for Abdalla Battah)

10. OFFICER'S REPORTS

- a. Vice President/Grievance Officer (Gregg Marg)
- b. Treasurers Report (Bobby Bothmann)

Nothing new to report

- c. President's Report (Mary Visser)

Meeting Adjourned at 4:59 PM

Respectfully submitted,

Daniel J. Swart
FA Secretary