

FEB 07 2013

FACULTY ASSOCIATION MEET AND CONFER
Thursday, January 10, 2013
3:00 p.m. to 5:00 p.m.
CSU 238
(Administration Chair /Faculty Agenda)

Academic Affairs
Minnesota State University, Mankato

NOTES

Attendance:

Faculty: Jim Grabowska, Mary Visser, Daniel Swart, recorder, Lynnette Engeswick, Barbara Carson, Paul Hustoles, Roger Severns, Brigette Cooper, Richard Liebendorfer, Georgia Holmes, John Seymour, Robert Bothmann, Gregg Marg, Kevin Parsneau, Kirsti Cole, Ellen Mrja, Danae Quirk Dorr, Jennifer Veltsos, Emily Stark, Maria Bevacqua, Cindra Kamphoff, Claudia Pragman, Miriam Porter, Gina Wenger, Ronald Nickerson

Management: Richard Davenport, convener, Linda Baer, David Jones, Ed Clark, Henry Morris, Warren Sandmann, Sheri Sargent, DeeAnn Snaza, Rick Straka, Brenda Flannery

Guests: Becky Copper-Glenz

Meeting called to order at 3:06 p.m.

1. Information Items—

a. Reorder/Additions:

b. FA President's Report (Jim Grabowska): Items we need to discuss? Then all reported out.

c. MSU President's Report (Richard Davenport): Professional Development Day was outstanding. Brenda Flannery's presentation on civility was a good kickoff. Thanks to all who participated. This was the 9th Professional Development Day - we are leaders in professional development. Carol Stallkamp has retired after 34 years; DeeAnn Snaza is serving as Interim Assistant to the President; Carol has agreed to continue on a temporary consulting basis and will work on special reports & projects. There are several administrative searches - searches for Graduate Dean and Diversity Dean, and the Provost search is right on schedule. One change is in the HR office. Ms. Sheri Sargent will assume additional duties in the HR office. Linda Hanson in Affirmative Action will also serve as the interim HR director. Searches and other activities will continue on track. There will be a search for a permanent HR director later this spring. There will also be a change in CSET leadership, Dean Agarwal will step down on June 30, 2013. We are looking at options for ways to make sure the CSET College continues to operate smoothly. On China - we sent a delegation headed up by me, with campus and community members also attending. All went well until the banquet at the Great Hall when I ended up injuring my back. But the trip went really well. Vice President Baer: Two sister city signings and two university partner signings. We also met with a primary school that was excited to meet with us. We are making more contacts that should result in increased student Chinese enrollment. We visited the Jade Buddha Palace Museum. This is one of the partnerships where we will work with Chinese researchers to validate and authenticate these antiquities. President Davenport: All of this has resulted from our relationship with the Chinese leaders - we are being asked to coordinate this - not manage it all ourselves. We will not be spending a dime - this would be funded by China. FA: Anthropology is starting a degree program in Museum Studies.

- e. **VPAA Report (Linda Baer):** One personnel announcement - Claudia Tomany has accepted an opportunity in Colorado. We will in the short term meet the responsibilities of her portfolio. We plan a search yet this spring. NSSE will take place on approximately February 14. We need to encourage students to participate.
 - f. **Human Resources Topics (Sheri Sargent):** The vacancy notices were distributed. 2013-14 Holiday Schedule - schedule is set after Meet and Confer last semester. The goal of the HR office is to keep things moving smoothly. FA President Grabowska: Salary equity? Associate Provost Sandmann: Those are completed. FA President Grabowska: Rosters? Sheri Sargent: On our radar. FA: Other calendars? WS: February and March Meet and Confers.
2. **Discussion Items—**
- a. **MnSCU/Legislative Relations (Standing):** President Davenport: Attended the State Chamber Dinner meeting to discuss legislative actions. We are feeling comfortable with the support we need from the Legislature - but Legislatures will still need to solve the \$1.1b deficit. There is a strong support for higher education. There is also discussion of bonding, including the civic centers. We also are seeking the next round of funding for the proposed Allied Health & Nursing building. Our MnSCU Trustees tend to be supportive of repair and renovation, but we will push hard for our bonding project. We are working on our capital campaign that includes the new College of Business building. Dean Flannery: Old/new Morris HVAC? Vice President Straka: First half is funded; our number one request is for funds for the other half.
 - b. **Budget (Rick Straka) (Standing):** Good news now - we are up about 118 students from last spring. There is still a \$1.1b deficit - about 3% of the budget, about \$1.3 million - well within planning parameters, as are anticipated contract settlements. We are well within our plans and are prepared for any state cuts without any need to reduce our budgets. President Davenport: Retention will continue to be important. Vice President Jones: We are up now, and we still have international and transfer/new student orientation. We should be up 200-400 from last spring. Vice President Straka: We will have a good idea once classes start on Monday.
 - c. **Metro Financial Model (Guest Becky Copper-Glenz and Rick Straka 3:30-4:00 p.m.):** Dean Copper-Glenz: Metro financial model update - still hope to implement this for fall 2013. It is based on the summer model, with covering costs and then distributing any excess revenue. Vice President Straka: Down to the nuts and bolts now - still trying to figure out how to track students, how to count costs and revenues. Still have questions to answer. We need to still look at our per-credit scale for metro. Need to look at student fees. With input we will also need to get an idea on how we can get some seed money to start up these new programs. Probably start some of these discussions at Budget Sub Meet and Confer. Hope to have the cost accounting changes in place for fall. FA: What will be the distribution? Dean Copper-Glenz: Still discussing. Vice President Straka: A lot will still depend on how we calculate costs and revenue. No set figures yet. Still talking about college and department splits as well. FA: As you discuss proportionality for programs - need to be careful about what we define as programs. FA: Have you ever done an analysis of the impact of concurrent programs? Vice President S: It is about a break-even. FA: But how does that cut down on Extended Learning? Vice President Straka: PSEO students - we get tuition covered, but not books - so we lose a bit on PSEO. School districts do not want PSEO, they want concurrent. Concurrent means the student is high school and college - we get about \$2,000

per course. We are not major players in this market as compared to Southwest, U of M, or Anoka-Ramsey. The Chancellor wants to encourage growth in concurrent - he sees this as an access and affordability issue. President Davenport: Presidents are in favor of this proposal; however, we need to cover our cost. FA: Concurrent may be good for us as there is an incentive for students to go to a MnSCU school. FA: Online programs or courses? Vice President Straka: Online programs for students who would probably otherwise never set foot on campus. FA: Any concerns that students could take online courses at any other school and we would not get these students? Vice President Straka: Students can already do this.

- d. **Student Fees and Metro Academic Programs (David Jones):** Here to introduce a topic. As we continue to develop partnerships with two-year schools in the metro area, we are hoping to have discussions about student fees. Our two-year partners all have different fee plans, and so we need to look at different options. Introducing this so we can start the discussions. President Davenport: Think this is the right thing to do. Vice President Straka: Impact on total revenue, we think it would be less than \$30,000 on any particular fund. Still need to have these discussions with the students to see how we could keep our funding level. Fees are things like student activity and life, athletics, recreation, health. Dropping these fees would kind of offset the metro differential.
- e. **Curriculum Mapping (Linda Baer):** One of the ways to help retain our students is to help them know when the courses they want are offered. Many departments already do this. We were just starting this discussion when the System decided to offer some funds for projects. Academic Affairs will match the funds to help compensate faculty and staff to develop these curriculum maps. These maps could also be the data for some type of graduation planner. Vice President Jones: There are some options out there for graduation planner - NHCC is trying out one called Agilegrad - we will see how they do it. Whatever we do, this mapping work would be needed. President Davenport: I support this, but what obligations does this set out for departments and colleges? This cannot be a guaranteed program, but a tool. FA: Why is this the first time we are hearing about this? This is a hornet's nest on top of a hornet's nest. Associate Provost Sandmann: This is the first Meet and Confer since we heard about this. FA: We need to pull this back and look at it to see if we can do this. FA: Agree, as this is troublesome, especially for summer. As we start putting ideas together, we need to look at this. FA: NHCC as a model is not a good model - a two-year school does not really work here. This is more of a complex proposition. President Davenport: My experience is this works best when there are exceptions. Dean Flannery: Is this an option or a requirement? Associate Vice President Sandmann: This is a four-year course rotation plan, not a promise. We know things change. Ideally, we'd like to get this to work with CDS so it auto-updates, but this might be stretching too far. We understand that many of you already have a four-year course rotation; we just want to get that information out there so students can use it. President Davenport: Think of this as a quick, little guide for traditional students. FA: UCAP has been working on their response to three-year degree guides, and we also know we need to be responsive to transfer students. Need to be careful of locking students into a four-year map. Maybe identify some pilot programs. Dean Morris: The challenge here is that students are different. Students are looking for information and there are pressures on all of us to get this information out there. FA: Are there some templates and models out there? FA: There are still concerns that while this is a draft, there seem to be set timelines. Vice President Baer: This is one more way to help students pay attention to what they have

to do. FA: Is this a map or a structure - turn by turn or a bigger picture? FA: One of the problems is not that we do not offer courses, is that we just can't offer enough sections. FA: Would this be a template for all, or everyone does their own? Vice President Baer: Template is a cautious word, just like map is - just a start. President Davenport: Next steps? Associate Provost Sandmann: UCAP next.

f. **Writing Intensive Director Position (Warren Sandmann):** Associate Provost Sandmann: This is an update on the issues for the Strategic Writing Taskforce: The entire task force report was reviewed by the Council of Deans. We went through each and every part of the document. We are ready to bring this back to the FA with our comments. We've not made any discussion on any of the particulars yet. FA: Our concern is that we asked to have the writing intensive part separated from the rest of the document. It is integral to what we are trying to achieve. Associate Provost Sandmann: We are seeing the writing coordinator as not being just involved with the writing curriculum. We'll be sending this on to you in February.

g. **Diversity Cultures and General Education Course Substitution Form (Maria Bevacqua):** A revised course substitution form so that GE&DC can continue to do appeals.

3. **Information Items—**

- a. **New Position – Faculty Liaison for Curriculum Development:** Ron Nickerson is starting the role as Faculty Liaison for Curriculum Development.
- b. **New Position – Assessment Coordinator:** Paul Mackie is starting the role of Assessment Coordinator.
- c. **New Role – Applied Organizational Studies Coordinator:** Andi Lassiter is starting the role of Applied Organizational Studies Coordinator.
- d. **Hazardous Waste Audit:** MnSCU will be coming to campus for the promised audit in early February.

Meeting adjourned at 5:00 p.m.


FA/AD Meet & Confer Scheduled Meeting for 2012-2013

February 21, 2013, 3:00-5:00 p.m., CSU 284ABC (FA Chair/Admin Agenda)

March 21, 2013, 9:00-11:00 a.m., CSU 238 (FA Agenda/Admin Chair)

April 18, 2013, 3:00-5:00 p.m., CSU 284ABC (FA Chair/Admin Agenda)

May 9, 2013, 3:00-5:00 p.m., CSU 284ABC (FA Agenda/Admin Chair)


Warren Sandmann
Reviewer for Management


Daniel Swart
Reviewer for Faculty