

## FACULTY ASSOCIATION MEET AND CONFER

Thursday, January 20, 2011  
3:00-5:00 p.m.  
CSU 203  
(Faculty Chair/Administration Agenda)

### NOTES

#### **Attendance:**

**Faculty:** Roger Severns, chair, Mary Visser, James Grabowska, Angela Monson, Barbara Carson, Kelly Krumwiede, Richard Liebendorfer, Georgia Holmes, Andrew Johnson, Becky Schwartzkopf, Gregg Marg, Jeffrey Bumgarner, Ellen Mrja, Bill Wagner, John Seymour, Bobby Bothmann

**Management:** Richard Davenport, Anne Blackhurst, Mary Dowd, Mark Johnson, Henry Morris, Avra Johnson, Warren Sandmann, recorder, Becky Barkmeier, Rosemary Kinne (for Rick Straka)

**Guests:** Claudia Toman, Marcius Brock

#### **1. Information Items--**

##### **a. Reorder/Additions: No.**

##### **b. FA President's Report (Roger Severns):**

We need to wish Don Larsson luck as he is in California at a nation-wide meeting hosted by the California Faculty Association discussing budgets. We had a meeting last week and made a recommendation on direct contributions to the Board of Trustees. That recommendation will be out shortly. There is a meeting on January 24 for chairs of planning, budget and assessment to talk about the agenda for the February 8 meeting on tuition bubble and other budget issues. We talked with Vice President Blackhurst and Associate Vice President Sandmann about the issue of campus violence and behavior, setting up a sub group, not a full scale retreat, but a group to discuss issues. We need something in between a 1-page handout and a 100-page manual. Smart transfer plan—the hope is that faculty will be able to pull up most information for common course outlines. This is supposed to be available by March 1. The Registrar will enter the information. Vice President Johnson: IT will work with Academic Affairs on this. FA President Severns: Thank you to Vice President Blackhurst and Director Barkmeier for fixing issues in adjuncts and tuition waivers. Director Barkmeier: Someone must have changed the process and we are still working on this, but until it is fixed we will manually update. FA President Severns: The Donna Brauer plan will be a go--Donna Brauer is the IFO Academic Affairs representative. We have been working on streamlining IFO and MnSCU committee structure. Eide Bailly has updated Benny Cards with this year's dollars. They are trying to be "nice" after a series of complaints. Real time web grading is being tested at St. Cloud State. Grades would go into an on-line system and then grades would go out immediately. We may have a conflict with the February 17 Meet and Confer--also planned is a state-wide academic and student affairs meeting that day. President Davenport: We can certainly work that out. FA President Severns: Interest-based bargaining will be taking place this year for IFO. Thank you to Vice President Johnson for taking care of the computer problem in the FA office.

##### **c. MSU President's Report (Richard Davenport):**

I have been at a Board of Trustees meeting for the last two days. Don Larsson was there to give a report on bargaining unit issues. He gave a good report to the Board. Vice President Straka is not here today because he is representing me at the NSIC meeting. They are voting on whether to include two more institutions to the conference, up to 16 total, with two divisions, north and south. It will save travel costs, but we would be in a different division than SCSU. During the last two days at the System office, two good things happened for us. We had a question on our mission that needed to be reaffirmed. Our mission did get approved unanimously and reaffirmed. The other positive thing is that our revenue fund projects, not bonding, were approved. Our second new residence hall will be built in front of Crawford Hall - second phase of a four-phase project. The third phase will be a new food commons, and the fourth will be another new residence hall. We

also requested funding for demolition money of Gage. MSU hopes to receive demolition money to bring down Gage in 2012-13. We may need to lease space to cover lost beds until the new residence hall is built. The second project approved was the CSU Ballroom renovation, with the ballroom off line from March to October. Bonding projects: The AH&N building will be considered even though it is not a bonding year. I'm not optimistic, but at least it will be on the table. The other issue is the Chancellor search. There is lots of discussion about the search process. The Search Committee has narrowed the pool and will bring in a handful of candidates - no specific number yet. It is likely some candidates may withdraw at the last minute. The interviews will be open, with interviews on February 2 as a webcast with the Board. Presidents will interview candidates on February 1. The BOT will hold the line on the 5-5 tuition recommendation, and will also hold the line on the 2 percent buy down as part of the original planning parameters. Legislature could still change this, but the BOT is holding firm at the present time. The U of M will hold to a single-digit increase. State universities may ask to exceed the 5 percent as the University tuition is slightly below the median. FA President Severns: When you get the URL for the Chancellor interviews, please post. As you get some planning figured out on the ballroom, please bring this up. Dean Dowd: Tentative schedule already set.

**d. MSU VPASA Report (Anne Blackhurst):**

Let me introduce Mary Dowd to her first Meet and Confer as Interim Dean of Students. The main update is on searches - two Dean searches (SBS and CoB), with additional CoB candidates coming in. SBS candidates are on campus already. Also on campus are candidates for the AVPSAEM position. Thank you to search chairs, search committees, and all people who have shown up for meetings with the candidates. CSET Dean search will also be running this spring.

**e. Human Resources Topics (Becky Barkmeier):**

**i. Vacancy Notices:**

One change: The Assistant Director of Financial Aid is moved to a failed search.

**ii. Feedback on Professional Development Day:**

Overall, the day was a success, but we are still gathering data. There were 800 who preregistered, and 927 took part. We received lots of good suggestions for going forward for next year - multiple session times for popular ones, longer times for some, tracks. Please send more input to Director Barkmeier. A survey will be coming out soon. FA President Severns: Good comments. President Davenport: I think this is still a star program in the system. Good job.

**2. Action Items--**

**a. Informal Review of Two Additional Policy Drafts:**

**i. Revised Policies: Alcohol and Other Drugs:**

**ii. Current Policies Presented for Elimination as University Policies: Facilities and Services:**

These policies may be accessed at <http://www.mnsu.edu/policies/whatis/review/> in the "Policies Under Review" section. Comments may be provided by e-mail to [malcolm.osullivan@mnsu.edu](mailto:malcolm.osullivan@mnsu.edu) or in writing to Malcolm O'Sullivan, Office of Academic Affairs, WA 315. **Please submit comments no later than January 27, 2011.**

**3. Discussion Items--**

**a. MnSCU/Legislative Relations (Standing):**

Pretty much shared in opening remarks. We are getting into a bargaining year. Budget forecast is not optimistic, with Higher Education maybe taking a bigger cut than we planned. Heard we will be cut \$100 million; Representative Pelowski said we should plan to double that to \$200 million. We will go into bargaining not knowing what we will have for salaries. FA President Severns: There was a piece in the paper about a 15% cut in state employees, and then a follow up saying MnSCU was exempt. It is hard to know what the Legislature will do.

**b. Budget and Planning Process (Rosemary Kinne for Rick Straka) (Standing):**

**i. "One-Time" Budget Savings:**

All of you got an e-mail about one-time budget savings and how that occurred. There will be a joint Budget, Planning and Assessment meeting to discuss the process for looking for recommendations for one-time spending. The basic criteria will probably be things like institutional impact, long-term effect, and ties to the University mission. The meeting will be February 8, from 2:00-4:00 p.m. There will likely be some sort of form for submitting requests. This is a good problem to have; a real opportunity to make good things happen.

**ii. Reducing the Budget Reduction:**

There are still lots of unknowns, but we have hopes that the budget reductions can be lessened. We are still waiting for the State appropriations and we will wait for awhile. President Davenport: We are always disadvantaged in allocation process as compared to two-year schools. Now it seems the two-year enrollments are not increasing. This will shift the allocation formula again if the trend continues.

**c. Additional language to Intercollegiate Athletics Professional Development Plan Calendar (Warren Sandmann):**

We are waiting on Kevin Buisman to review and get back to us. The language is to note that completed PDP/PDR files need to go to Human Resources and the employee's personnel file.

**d. Faculty, Staff and Administration Meeting on Campus Violence (FA):**

FA President Severns: We are still not sure what we want to do, but we want some sort of follow up. Dean Dowd: The President will be sending out a monthly notice about safety and security issues. We will be doing more activities about safety, especially in the residence halls; and presenting more information to the students. FA President Severns: by e-mail? Dean Dowd: yes. President Davenport: The magnitude of information out there is great and we need to be narrowing it down to make it useful.

**e. Common Course Outlines (Claudia Tomany/Marcus Brock—time certain 3:30-3:45 p.m.):**

Assistant Vice President Tomany: We are here to visit about smart transfer - part of the students first initiative. Students can enroll at any MnSCU institution. We do not have the ability to track these students yet. As part of this as well, we have started working on the common course outlines, distinct from the syllabi which are faculty intellectual property. A database will be developed to allow the gathering of the data and display of the data. We have general idea of the form we will use, but no specifics. Sample outline distributed. We are looking to collect specific data and having some data already entered into the form for you. MnSCU discussed collecting grading methods, but we believe that is faculty intellectual property and will not be collecting it. FA President Severns: What can't be pulled will come from CDS? Assistant Vice President Tomany: Not yet - we do not have that information anywhere. Vice President Johnson: To comply with MnSCU, we will collect the data, fill what we have from ISRS, add what is missing? Assistant Vice President Tomany: Yes, we will use ISRS to pull what we can and then departments add what is needed. Then CDS would be adapted to collect course outcomes and MNTC outcomes. FA President Severns: Was not MNCSU going to create this? Vice President Johnson: They backed out. FA: How will this be handled when multiple faculty teach the same course? Assistant Vice President Tomany: All faculty who teach will be able to enter data. FA President Severns: There is no connection between this and the registration system? Registrar Brock: We will need to code this data. FA: What is the purpose of this then? FA President Severns: They will not go into rigor. FA: Can students choose to take courses from multiple institutions? Registrar Brock: Yes. FA: They would still need to meet residency requirements of their home institution. Registrar Brock: And other requirements for a Minnesota State Mankato degree. FA: How about Financial Aid? Assistant Vice President: That is a big issue that has not been resolved. Dean Dowd: There will be a single pay feature at some point. FA: All courses? Registrar Brock: Just undergraduate. FA: All or just General Education? Registrar Brock: All undergraduate. Dean Morris: What happens when titles and outcomes match - is that an automatic transfer? Vice President Blackhurst: No, this is separate from transfer equivalencies. FA: We are worried this will lead to loss of transfer control, so we should have these outcomes very specific. DARS already has a major repository of courses. Vice President Johnson: Right now all we have to do is gather and publish this data - where it goes from there is beyond the scope right now. FA President Severns: If they have

a deadline, it may not be pretty. FA: Is there an action plan to take back to departments. Assistant Vice President Tomany: Start looking for the information. Vice President Johnson: This is a heads up to be prepared. Assistant Vice President Tomany: By February 21 we hope to have a plan. FA: It may be a good idea to have recommendations about what we want to put into these outlines. Vice President Blackhurst: We will have a discussion about this at The Council of Deans and will get this information to the chairs and departments. FA President Severns: Try to keep this from UCAP. Assistant Vice President Tomany: That is the plan, as all courses have already been approved by UCAP. There is room to be strategic here depending on what you want to do with the course. FA President Severns: There is also a little concern about the chairs just putting together outcomes that have not gone through UCAP. Assistant Vice President Tomany: The idea is to keep the chairs in charge of this. Vice President Johnson: Long term it would be to have CDS capture this data. Assistant Vice President Tomany: Yes, starting with fall 2011.

**f. Smart Transfer Plan (Current Information) (FA):**

There is nothing else on the smart transfer plan at this time.

**Other:** Thank you to Rosemary Kinne as she is planning to retire.

The meeting adjourned at 4:24 p.m.

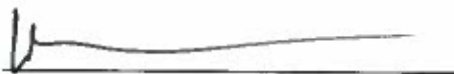
**Spring Semester FA Meet & Confer Meetings**

**February 17, 3:00-5:00, CSU 204**

**March 17, 3:00-5:00, CSU 204**

**April 14, 3:00-5:00, CSU 204**

**May 5, 3:00-5:00, CSU 285**



Warren Sandmann  
Reviewer for Management



Barbara Carson  
Reviewer for Faculty