

FACULTY ASSOCIATION MEET AND CONFER
Thursday, September 1, 2011
3:00 – 5:00 p.m., CSU 204
(Faculty Agenda /Administration Chair)

NOTES

Attendance:

Faculty: Jim Grabowska, Mary Visser, Daniel Swart, Lynette Engeswick, Paul Hustoles, Dona Brauer, Kelly Krumwiede, Richard Liebendorfer, Andrew Johnson, John Seymour, Becky Schwartzkopf, Kirsti Cole, Ellen Mrja, Danae Quirk Dorr, Emily Stark, Nancy Fitzsimons, Miriam Porter, Ronald Nickerson

Management: Richard Davenport, convener, Scott Olson, David Jones, Henry Morris, Warren Sandmann, recorder, Becky Barkmeier, Rick Straka

1. Information Items--

a. Reorder/Additions:

President Davenport: Welcome to all new members, and to Associate Vice President Jones; and welcome back to Provost Olson.

b. FA President's Report (Jim Grabowska):

FA: IFO negotiations continue through Interest Based Bargaining. We have reached three tentative agreements, one on 19b funds, two others to be released as soon as MnSCU Board of Trustees takes a look. We are meeting again in mid-September. FA President Grabowska: The FA is encouraging departments to be creative in use of 19b carry-forward funds so that, especially, new faculty will not be unduly harmed. We are happy to be back and engaging in issues. FA: For faculty who are traveling this fall, what should they do with filing travel expense reports? Vice President Straka: We need to discuss this, as there are tax implications for reimbursements past 60 days. Contractually, right now, there is no money, so we are not sure what we can do in terms of possible "pre-pays." We will need to discuss this. FA President Grabowska: In our college, the Dean is refusing to accept unless there are funds. Vice President Straka: We need to get together because we are not clear on what we can do yet. The only thing I can say is that there are tax implications for the 60-day limit. FA: We are asking for alacrity in this process. We need help from administration in dealing with this. We also need to deal with the money we have in reserves--how to use this money. Vice President Straka: The contract says money goes to departments, not to individuals. FA: The IFO attorney says faculty members in departments have to vote about how to redistribute the money. President Davenport: We need to find a way to be creative in this. Vice President Straka: I agree we need to find a way to get these funds out. FA: The same paperwork for funds request is for travel requests. Associate Vice President Sandmann: Paperwork for travel request does not require approval for funds if no funds are being requested--travel permissions can still go through.

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

President Davenport: One reason I am so positive is we have done much of the heavy lifting for the budget, and should not need to go back to retrenchment. We will need to be cautious in base reinvestment, but we have a stable budget situation for the next two years. We will be looking for creative ways to reinvest in the institution. We finally have the Ellis gateway, and are looking for two more gateways of comparable nature. The CSU ballroom is nearing completion. The new residence hall is still under construction and set to open next fall. Gage is going to be an interesting topic for all of us.

We may need to put the brakes on the demolition date, as we know we have pressing space needs. We will be rethinking the ground floor space in Gage as possible swing space until we get caught up in our space needs. The amount of money we have for one-time reinvestment is somewhat dependent upon Gage. It would cost about \$6 million to demolish Gage. We have asked for help at the system level-- look for more later. A couple of new naming opportunities are coming up with the Performing Arts Center and Jane Earley, and the new Residence Hall for Margaret Preska.

d. Provost & VPAA Report (Scott Olson):

I am very happy to be back on campus to be reminded how good it is to be on our campus.

i. Dean Search Updates:

Three dean searches already underway: Allied Health and Nursing, College of Education and Graduate Studies. FA will be/has been asked for reps. The Dean of Institutional Diversity will be this spring.

ii. Tobacco & Smoke Free Campus Policy:

The policy has been signed. There will be challenges and there will be education about the new policy and its implications. Vice President Straka: November 1 across campus--residence hall outside exempt until end of academic year 2011-2012. The Board of Trustees is pressuring all campuses to do this.

There is disagreement on campus, of course. FA: What happens if someone is smoking on campus?

Vice President Straka: There will be a non-confrontational, gentle reminder that this is a non-smoking campus. This will of course not be perfect, but we will work on this and keep on top of this issue. We do expect this will be a transition issue.

Provost Olson: A reminder of the Department Chair's Breakfast on the Tuesday after Labor Day (September 6).

e. Human Resources Topics (Becky Barkmeier):

i. Classified/Unclassified Positions:

Handouts were emailed with the agenda. Flu clinic dates and information will be coming out soon; looking for committee members for Professional Development Day. We are looking for some alternatives for the Employee Resource Fair as ballroom availability meant this could not take place this fall. Remembrance Day-- there will be a national roll call for Veterans' Day, so we are looking for what we want to do as a campus. FA: What are we doing for 9/11? Provost Olson: There is a program planned by the History Department and the College of Social and Behavioral Sciences.

2. Action Items--

a. Modification of Language in AA calendar on PDP/PDR Recognizing that Comments by the Department and Chair are not Obligatory (FA:)

FA President Grabowska: We need to update the calendar to note that department members are not required to comment on PDP and that comments go directly to faculty member under review.

Reviewee may decide to forward comments to the Dean. Dean may still ask follow-up questions.

Request that the entire language be eliminated.

3. Discussion Items--

a. MnSCU/Legislative Relations (Standing):

President Davenport: Not much happening yet. This is a bonding year. What will probably get precedence this year is the Vikings stadium. We are hoping that this will get resolved so we can move on to important campus issues, such as the Clinical Sciences building.

b. Budget and Planning Process (and One-time Reinvestment Funding) (Rick Straka) (Standing):

There was a small bonding bill last year, so we did get HEAPR money to repair the Library roof. The general update is good news and bad news. The good news is we only lost \$4 million, not \$6 million; but the bad news is that's because the legislature simply shifted 40 percent of the budget mess to FY 14. But we will be okay for the next two years, even with adjustments in FY 14. We should be stable for the next four years, and shouldn't have to do another round of reductions. When will we really be able to say? Not quite ready yet, still cautious. Other piece is one-time funding, trying to figure out what we really have. The System Office shifted accounting software, and the shift has not been without glitches. We are still trying to close out FY11. One-time funding--what do we need to do? We need to clarify the process. Column 1--Strategic Priority Funding. Usually have half a million dollars for this, and this process goes through Planning. Column 3--Reinvestment Funding. We are looking to do something similar for FY13. Column 2 is new--Big Ideas--looking for proposals for big ideas. So 2-3 will be combinations of one-time funding once we have that amount determined. Provost Olson: We have met with and will meet with all colleges. What we are looking for are responses to the 12 challenges and big ideas. This time--maybe have ideas before budgets, then review ideas and ask for full proposals after that. This is a very preliminary proposal ready for you to review and edit. FA President Grabowska: October 1 is too early for column 2. Provost Olson: Comment heard. FA: Column 2 does not go through Planning/Budget--why not? Provost Olson: These were designed to be college specific and Planning is more university wide. FA: Budget wants and needs to be a part of the process. There needs to be more clear criteria, more transparency and more input. The feeling was that last year faculty members were asked for their opinion; administration did not like the opinion, so then ignored the opinion. We need time to review. Provost Olson: And you have that time. FA: The feeling last year was that decisions made did not really fall in line with what Planning said. FA: Strategic Priority process worked well, but there was lots of confusion about the one-time funding. Maybe a need for a process for one-time that is more like Strategic Priority Funding. Provost Olson: We have heard the concerns from last year--that is why you are getting this on September 1 so we can get feedback. FA: This is a huge step in the right direction as it is the most clear that I have seen. Last year there were two disconnects--lots of active participation on what's now column 3--and then it just stopped. Second--there is a different understanding of transparency. That the traditional process of budgeting is transparent, and that is not a shared understanding among the faculty. There needs to be more proactive transparency. That is what created the roadblock with the one-time funding. President Davenport: Last year was the first time we have done this, and we did put money back in, but we do need to do this process better. FA: October 1 is obviously too soon. But another idea--can we get the dates to better align so that ideas could move from one column to another? FA: We need a way to get proposals in that may not necessarily fit with Big Ideas, or Strategic Priorities--for just what we need to maintain our operations. Provost Olson: Maybe we should have more money in pots that pay for regular expenses. FA: When the information goes out, there seems to be a lot of difference in how information gets out. Maybe there is a need for a public forum so everyone gets the chance to hear it all at once? FA: We need the time to figure out how to make the pitch before we submit the request. President Davenport: We need to balance the need for conversation with the need for timely decisions. FA: Put more money in columns 1 and 2. President Davenport: We will continue this discussion. Provost Olson: Feedback can also continue in weekly discussions between administration and FA leadership.

c. HLC Assessment Academy Update (Warren Sandmann):

Thank you to the FA for naming members to the Academy Team. We attended the summer kick-off for the Academy and have begun this four-year process. This process is part of our requirements for HLC accreditation, so we will keep all updated as this goes on.

d. CFD Update (Warren Sandmann):

We met this morning to look at numerous options for this space. Thank you again to FA for getting representatives to the design team for this project. We will continue to review options and will update all as we go. The Faculty Development Sub-Meet will be asked to work on planning for having a person in place this spring.

e. Information on One-Time Funding Process for FY13 (Ellen Mrja/John Seymour) (above):

f. Replacement of Faculty Appointed to Interim Administrative Positions (Nancy Fitzsimons):

When faculty are offered opportunities to serve in interim administrative positions, there is a particular need to figure out how departments can fill behind to meet the teaching needs. Adjunct/fixed-term may be able to do the teaching, but cannot really cover all the other work that a probationary person does. President Davenport: There is a need for the right balance between providing opportunities and helping the department. FA: The issue really is how are the decisions made? Provost Olson: The full salary for that position remains in the college. The college makes the decision as to how that money is spent, and that may not always be what a department wants. President Davenport: There may be a need for some policies and practices in place to address this issue for when we pull faculty out for an extended period. Provost Olson: This topic will be brought before the Council of Deans.

g. Enrollment Management Structure (David Jones):

The Institutional Research website has latest enrollment data at (<http://www.mnsu.edu/institres/enrollment/newundergradinfo/>). The handout presented has a new proposed structure for the enrollment management process. We are looking for feedback at the next Meet and Confer on this proposed structure. FA: Graduate enrollment seems to be subsumed under general enrollment, and that means it is always second to undergraduate. Graduate education always gets lost. It seems that graduate needs to be looked at separately. Extended Learning also needs to be included. FA: The relationship between faculty and student is most important, so keep faculty at the forefront; rethink criteria 4 and 5 to make them more important, as they are very important to enrollment management. FA President Grabowska: We present you with our study on advising, and we are anxious to take part and provide feedback. If you haven't talked with Angie Bomier and Kellian Clink, they are heavily invested with years of experience. Please contact them.

h. Timeline for Approval of Fixed-Term Appointments Exceeding Four Years (Jim Grabowska):

We are looking to reassert the contract--if the fixed term hire is expected to go beyond one year, bring that up in front of the process so we can take care of these before they become issues. If we have these discussions in advance, we can hire up to four years out without requiring a search.

i. Use of Task Forces as Opposed to Sub-Meets (Nancy Fitzsimons):

What is the role of Sub-Meets as opposed to task forces--shared governance needs faculty, and if there are already Sub-Meets why are we creating additional task forces? FA President Grabowska: The issue of the President is one of timeliness--my response is that FA will bring our "A" game and be timely in response. President Davenport: I am worried about things getting bogged down, but there are needs for Sub-Meets. Task forces should be short and focused and then brought to Sub-Meets. FA: The observation is that Sub-Meets were efficient, transparent and positive as seen when we dealt with budget concerns. President Davenport: When I am talking about task forces, I am talking balance. FA: The Sub-Meet process tends to bog down when groups are formed without Sub-Meet knowledge or input. There needs to be balance including the Sub-Meets. We should be sending representatives from the Sub Meet and Confers to take part in the task forces.

1. Environmental Committee (Rick Straka):

This started as a student group, but we want to make this larger with the campus of the future issues to make this a university committee.

j. Request for Information on East Metro Campus Proposal (Jim Grabowska):

President Davenport: We do not know much at this point. The new Chancellor sees a serious issue with students not being served in the east metro--wants a presence in that area. Chancellor Rosenstone wants a discussion with four- and two-year institutions about a new site in that area. We are already busy with 7700, but we do not want to be left out of the discussion. FA: We have heard that Metro wants to build a site in west metro near 7700, so why are we not looking to expand there? President Davenport: We are expanding 7700, but we and the Office of the Chancellor are puzzled by Metro's thinking. The Board of Trustees is concerned that students are not being served in east metro.


k. Space Issues (Jim Grabowska):

Making sure we get faculty input in space decision-making, and get faculty on the space utilization committee.

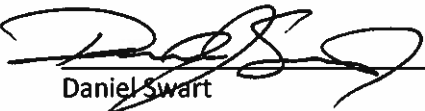
Meeting adjourned at 5:30 p.m.

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FA/AD Meeting & Confer Scheduled Meetings
October 06, 2011 @ 3:00 p.m., CSU 285 (FA Chair/AD Agenda)
November 10, 2011 @ 3:00 p.m., CSU 204 (FA Agenda/AD Chair)



Warren Sandmann
Reviewer for Management



Daniel Swart
Reviewer for Faculty