

FACULTY ASSOCIATION MEET AND CONFER
Thursday, September 5, 2013
3:00 p.m. to 5:00 p.m.
CSU 253
(Administration Agenda/Faculty Chair)
NOTES

Present for Faculty AssociaHon: Jim Grabowska, Mary Visser, Kellian Clink, Lynnette Engeswick, Barbara Carson, Paul Hustoles, Roger Severns, Donna Bauer, Brigitte Cooper, Craig Matarrese, Queen Booker, Andrew Johnson, Robert Bothmann, Gregg Marg, Luis Posas, Jessica Schomberg, Marie Pomije, Jennifer Veltsos, Donald Ebel, Emily Stark, Miriam Porter, Ronald Nickerson
Present for AdministraHon: Richard Davenport, convener, Marilyn Wells, David Jones, Ed Clark, Kim Greer, recorder, Rick Straka, Barry Ries, Kris Retherford, Dean representative
Guest: Richard Lieberdorfer, Mike McLaughlin

Reorder/Additions: FA Severns asked about the Chairs' Breakfast. Provost Wells will report.

1. Information Items

a. FA President's Report (Jim Grabowska): Welcome to the new Vice President of University Advancement, Kent Clark, Provost Marilyn Wells, and DeeAnn Snaza, who was recently hired as Director of Human Resources. Extend our thanks to those who served as interims: Jeff Iseminger, Sheri Sargent and Linda Hanson. We are glad there is increasing stability. This will help us move forward with new initiatives. We welcome the changes in the Chairs' Breakfast- an agenda, business happy it's moving in that direction, extending communication to all avenues of information at the University. FA sees this new model as a positive improvement. For those who missed the meeting, you will be able to access this information in the future; all info at the Chairs' Breakfast will be available, on Share Point or on the Provost's website.

b. MSU President's Report (Richard Davenport): Welcome, good to be back. We no longer have Gage Towers, but we will have more parking space. We will use the rubble to compact the parking lot; however we are not sure what we are using the space for in the future. Our enrollment picture looks positive, both retention and enrollment. As we wrapped up the year last spring we were down 250 students; we flipped that pattern and now see a level enrollment. We're up 121 students and overall we're up 407 students. NEF 107, 407 up in general. Enrollment and retention are necessary to have stability in our budget and flexibility to plan. From the student perspective, it means we can offer all programs so they can make steady progress. Our story of retention bottomed out at 70 percent and we have been increasing our retention slowly each year; this year, we bumped up the rate by about 4 percent to 75- 76 percent retention. If our students drop out, that means that our students are not graduating in a timely manner. We have to recruit more students than actually come. Of the 13,000 undergraduate applications, we admitted 6,000-7000, knowing about half would come.

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As the President needs to consider balanced budgets, we need to have the students to maintain the resources to excel. We had 100 faculty members participate in MavCares, which is excellent. We need to have students get the help they need right away. We have a lot of construction on campus; the library link will open October 7. Our fountain may be just a little late for Homecoming. All projects have been moving forward. The President asked for input from everyone about the Charting the Future document. He is asking for input from individual bargaining units. He asked people to read it carefully. He feels it's transformational. The document in the end may look different than the first draft. He was disappointed there was no reference to research, graduate and doctoral education in the document.

c. VPAA Report (Marilyn Wells): She is attaching more names to faces and looking forward to knowing roles and contributions of everyone at the University. Staffing update: On the administrative side, there are many interim roles/positions: Those positions that are to be searched will be notified in the future. Deans will be coming forward soon with information about staffing decisions. Associate Provost Greer will be meeting with Deans and getting them information soon. In regards to the Retreat and the Convocation, it will be made available on the Academic Affairs website. "let's be intentionally successful." Goals will include focusing on retention and graduation, closing achievement gaps between majority and students of color. Related employment gap of graduates. Maybe they haven't responded to the surveys. One of the other areas being discussed is the Master Academic Planning [MAP] and where that intersects with the other areas of focus identified/highlighted for this year's work. We are looking at how we coordinate college and strategic plans, enrollment plans, such as increasing the number of international students ... connecting the dots on many of those areas. Happy to answer any questions. FA Severns: Thanks for the transformed Chairs' Breakfast. Propose that later in the year others might be invited: chair-elects, program directors and Student Relations Coordinators. Provost Wells: We want to share widely, but if a group is too large it's difficult to have meaningful conversations. Helpful perhaps to send out snippets for the topics - mapping out what is to be discussed. If a chair is teaching, it's okay to send a designee to the breakfast. FA Porter: What is the process for prioritizing faculty hires? Provost Wells: Looking at requests from spring for FY15. Deans have shared those and you'll be hearing from them soon. FA Hustoles: Asked that this year's situation (with info coming out in the fall) revert back [to decisions announced in late spring/early summer), now that everyone is on board, to letting departments know in the spring about hiring decisions in order to do meaningful planning. Provost Wells: We will return to spring-planning mode for faculty. There are always more requests than we can fund. FA Brauer: Asked about the criteria. Provost Wells: Dean makes the case for their needs. Which programs have the most need in a college? FA Booker: would like more transparency in the searches when there are targeted searches. Assistant Director Sargent: That's through the Affirmative Action

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Office. You can look at the plan there.

d. Human Resources: (Sheri Sargent): We have been quite busy. We implemented the final contracts' negotiations. We facilitated the reappointment process, the adjunct processes. We did the analysis. We did 136 unclassified alone. Much higher than in years past. There was a tsunami, with new staff in HR, and a lot of business. Mounds of paperwork. Looking to future to make it an easier process. Employee Resource Fair is on September 12, from 11 :00 a.m.-1 :00 p.m. If you are interested in participating or donating a door prize let HR know. We are planning for Professional Development Day 2014. The MSU Leadership Institute has 21 participants this year. FA Brauer: Where are we with searching and hiring in electronic format? Assistant Director Sargent: We have had conversations this last year- how do we design a process to do that? Could we do it or do we have to hire a consultant? It is on the agenda to look at this year. Vice President Ed Clark: We have had conversations with vendors who are willing to help with determining our need for a large price. Have met with one. Not at all what we were looking for it is something on our agenda once we can have the new director. Vice President Ed Clark: We talked with Winona; they offered to look at our process. We went to a professional consulting firm- came back with a very high bid. IT is working with HR to make this work out. FA Brauer: Could this be a shared services opportunity? From the faculty point of view, our valuable time shouldn't be spent running around getting signatures. President Davenport: Shared services is a very controversial topic; makes sense if we have expertise, if there's a product. Vice President Ed Clark: MnSCU was not OKAY with electronic signatures, and auditors would not be happy. The problem isn't the technology; it is the morass of policies and procedures surrounding this in our System that are the barriers. Vice President Straka: System Office has the security issues, not the auditor. The System's proposal is 500 thousand dollars a year, 57 grand per year, maybe there is a cheaper alternative. FA Carson: Argued we lose good hires due to the hiring process. One candidate in Eastern Europe, had to do a work-around the in person for a signature. FA Carson: IFO and

campus could work together providing feedback to the System. Candidates were lost due to HR backlogs. President Davenport said the issue is often due to HR bottlenecks at the System Office. Provost Wells: We are willing to look at our process and review it. Assistant Director Sargent: HR has studied their process looked for redundancies. Notes the difficulties of full-time faculty doing searches on top of their other responsibilities. FA President Grabowska: FA is willing to partner in this effort.

2. Discussion Items

a. MnSCU/Legislative Relations {Standing}: President Davenport: We will not plan to do a lot of lobbying until after January. Our bonding project is a new clinical building. Nothing is guaranteed. In earlier times, this would be easy. Today things are different. It is clear the Board of Trustees is not promoting as many bonding projects as in the past.

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The total bonding bill will be at least half the normal size, more renovation, more HEAPER money. Want to be ready to go for the clinical building. Hockey upgrades. MSU is still supportive of the Verizon Center proposal. We have to address the tuition freeze in order to address the cost of living/ inflation rates.

b. Budget (Standing) Vice President Straka: Tuition freeze. We got a similar amount of state appropriation. Our enrollment will help. We will know better by the end of the month the enrollment-full-time, part-time, in the Cities. Preliminary contracts were a little high, insurance was a little low. Balanced budget. Good stable situation right now. Questions? FA Booker: If we increase retention, how is it calculated; is this additional revenue or partially expected? Vice President Straka: More tuition than we thought. We budgeted equal to last year. Costs are still unknown, bargaining isn't. Seventy percent of our budget is people. We ended last year just fine. We are in a good financial situation. President Davenport: We have the tuition dollars in our hand. In the allocation formula, we get to count the FYE in the three-year rolling average. If you are increasing enrollment you don't see a significant change for three years, and if you are losing enrollment the same is true. Our allocation formula needs to improve. FA Severns: Dependent on the 400 new students we have, how close are we to saturation in terms of building space? Vice President Straka: Quite a ways. We are judged on how we are utilized at 32 hours a week. From the System perspective, it is hard to justify new building especially as we think about a future that involves online programs, hybrid courses, Telepresence, etc. Questions we are asking, is how our education delivery works: How much face/face, how much hybrid, how much all online. With the new system of room booking, which cost \$45k, we will know better how the rooms are being used. If you use a space, make sure it gets counted as utilized. There is the capacity for more Friday classes, more afternoons classes. When we have a schematic review. How is our capital project rated? Utilization reports? Why don't you use the buildings more/there are some spaces that are 100% utilized. Growing our enrollment will mean serving the Twin Cities and our online programs, and the Iron Range. Provost Wells: Growing enrollment means aligning the resources. FA Pomije: Is there space allocation for labs? Vice President Straka: Lab spaces are accounted for. Studying space is complex. Architects and Vice President Straka are meeting next week. We've cut back the scope three times to meet dollars available. Labs, committed labs, and classroom. Provost Wells: Discussed science classes without a lab. Took the pressure for the actual physical lab space. Programmatic learning needs need to be considered. FA President Grabowska: With regards to online differential and summer dollars. To date these funds were used by programs to enhance their online offerings - now FA getting to the point where funding needs to move to a hard line - to base. Vice President Straka: Should we consider taking summer profits and rolling it into base budget? Could discuss. Online differential- purpose to increase the quality of online programs [not quantity] - not sure we are still true to the agreement made with

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students. Each year we must get our online differential approved. If we shift the use, we need student approval. FA Booker: Flip side. What does administration think are the best practices for online instruction? Best practices to support students? Provost Wells: Extended Learning Sub-Meet would report on how the money was used. And the Learning Technology Roundtable [LTR] might recommend best practices.

c. **BIG DATA (Marilyn Wells):** We are required to be more accountable. Use of data is to help us achieve new levels of greatness. We have IRPA to help us use data for change, to do things more effectively. Some of our campus community members recently attended the SCUP conference- how do we use our data to make right choices for us in the here and now? There is no perfect data; we recognize all data is imperfect. We use it to inquire and make better decisions. I want to use our data, along with research about where we might be going, invite information/ideas from faculty. Cannot just use the good data- idea is not to chastise but to ask, how can we get better? Within departments, you may be collecting data that does not get reported. Institutional Research, Planning and Assessment is here to serve the campus. How do we utilize that resource to help us better plan our future initiatives. The use of data, nationally, state, HLC -we are living in a world where we need to be accountable. To achieve greater goals, we need to use our data. The Office of Institutional Research can support the campus. We have Institutional Research and Planning and Assessment not to report but to use to improve our efforts. Happy to answer questions.

d. **Copy Right Laws (Kent Clark):** Raise awareness and ask your help to formulate a plan for raising awareness about copyright usage of images. Three (3) fairly recent examples of people grabbing photos off the web and using them on University websites, only to be slapped with copyright lawsuits. Intellectual property rights - emerging issue-want to present education/training. Printing Services library of stock photos- copyright paid by MSU. Own library of MSU photos resource is Doug Fenske. FA President Grabowska: Provided examples of student and faculty member who used copyrighted photographs. There are those who are attempting to make money off of such instances. FA Clink: PDF of articles on website- might these be issues as well?

e. **SteriD (Ed Clark):** StariD is going to be rolled out between December/January. This will be everyone's identity for MSU/MnSCU-a single identity. IT Mclaughlin: Every student, faculty and staff member. Positive benefits for all of us, but especially students. Password on MnSCU is the same as MSU. User name and password will now be different- changes login credential. There was some discussion about who in the room

has used StariD. Assistant Director Sargent: SCUPS/Etime- both use SteriD. FA FA Nickerson: How long will StariD protect data privacy? How long until it is no longer secure? IT Mclaughlin: This does not replace TechID. FA Veltsos: This applies to eServices as well? IT Mclaughlin: MnSCU moving away from TechID/PIN; not secure. FA Veltsos: If this is used often to access email. does this increase chances for hacking

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and therefore, does it make access to student data easier? IT Mclaughlin: Security credential standards. MnSCU institutions are aware of the questions. FA Porter: Is it safer to have multiple passwords? IT Mclaughlin: Students are using multiple username and passwords. This is a better system. FA Vice President Visser: How often would we change StariD? Vice President Ed Clark: Will never change StariD; it is the password that will have to be changed once every 180 days, cannot use last than eight passwords and requires complexity. It Mclaughlin: Frequency is once every 180 days- not different from our current policy. Vice President Ed Clark: It is important to think about this from student's perspective-multiple user names and passwords. If a student is at two universities it is unmanageable. FA Nickerson: How will this be rolled out? Ninety percent of faculty members do not know this is coming. IT Mclaughlin: One step was to meet with all the committees today to help let faculty know this is coming. We talked about dressing up in a star costume and walking around campus. We are going to be constantly communicating this to the whole campus community. After fall semester finals- scheduling conversion of

all accounts. Calendar layout is on the handout. ITS employees will go first, volunteers [pilot group] to discover glitches. FA Severns: Will have to explain to adjuncts. What about specialized groups - PSEO and concurrent enrollment? IT McLaughlin: All students will receive a StariD. When admitted- generates StariD. PSEO special admit code- given StariD immediately. FA Bothmann: E-Resources large part of what the Library does. How will System know these are MSU students? IT McLaughlin: Oracle identity management; MnSCU has a solution –account generated on our system - we specify what they have access to. Questions about services, links on back of handout.

f. GLBTA Conference -February 21 (Bobby Bothmann) (FA): February at the Edina Conference. Open to faculty at the seven universities. Send a quick survey to people. It sounds exciting, open to everyone, we hope to cover topics such as "being out in the classroom" and GLGTA in the Curriculum." First time. Very exciting. Ties to Welcoming/Campus/Civility. Welcome Campus/Civility (Jim Grabowska) (FA): Chik-fii-A sparked a need for ongoing conversation. Commitment on part of administration was there last year; hope it continues this year. We invited a constitutional expert from the U of M. Administration was invited to continue to promote. President Davenport: Were we charged for space at 7700? FA Bothmann: It is \$150/day/per room and the atrium would cost a differ rate, but this year no charge for MSU rooms but would be a cost to the space if not used by MSU. Vice President Straka/Prevost Wells: We are still exploring this issue.

3. Information Items

a. Homecoming (David Jones) (AD): We are doing it again. It is an important part of our history. It is set for September 23-28. Office, lots of events. Parade. Consider doing those things. Great things. Lots of alum coming back. President Davenport [to FA

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Hustoles]: Why isn't theatre entered in the parade? FA Hustoles: We are overworked and participating in an athletic event. It never occurred to us.

b. Charting the Future: President Davenport: We have two authors of CTF. FA President Grabowska/FA Brauer, perhaps you can provide a bit of an update. What are you thinking about CTF? Presidents have been encouraged to ask everyone to provide feedback. After October 23, go forward with final draft – goes to the Board of Trustees. FA President Grabowska: Local FA has not provided a response. IFO is doing the same thing. Attended both the Retreat and the Convocation address. At the Retreat, impression was this was not a big deal but at Convocation address picked up that this is an important development. We are here today to hear where you are on CTF. President Davenport: Here is my view; it is very transformative, similar to what is happening nationally. There are controversial subjects that will require much discussion. See some things coming that I do not like. But there are good things as well. One significant theme is competition vs. collaboration. There are concerns about autonomy. Issues related to the allocation model that is not really clear. We are an institution in a growth mode, but there are a lot of institutions that are not. How does the allocation model address institutions in decline versus those that are growing? Two-year colleges allocated at a much higher rate because they have much more expensive equipment. That question never gets on the table. There is no reference to graduate education or research. All seven universities are very different, yet we get lumped together. Many questions will come out of this. We are competitive. We want to provide an excellent education. We must compete for the resources to do our work. We have big aspirational goals. We want to be good partners with the other institutions. Metro needs are weighted very heavily in the document. The expectation is that MSU is expected to help meet the Metro need. Right now there are more questions than answers. Before jumping too far out there- we need to see the final draft. FA Carson: Chancellor's attitude does not help. President Davenport and administration understand that the Chancellor hopes to modify the plan based on wide-spread input. Depending on what comes out of the final draft, we need to be the leaders. Return on the investment, IT shared services – doing better than the System. How to cross-walk our priorities with those outlined in CTF. Collaborate. FA Liebendorfer: All the talk about industry

needs might indicate one direction that would leave out Philosophy, but there are other indications that other criteria might determine the direction. FA Severns: There are FA some good ideas and some less good ideas. Saw no discussion of new resources to accomplish these goals. President Davenport: New allocation model may be used to address that issue. Trying to provide an affordable education, with tuition freeze and possibility that will be continued, how can this be accomplished? Brings us to discussion of regionalization; not sure it will be in final document. Be careful what you wish for. If MSU is merged with local community colleges that are struggling, it might create greater financial challenges. But I really want to be positive about this document. We

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have two choices -we can pull back and fight against it or we can get out in front, to be the leaders and to be in control of our own futures without knowing what will be in the final document. FA Porter: In the 80's/90's city governments were encouraged to collaborate. Maybe what we need to do is highlight what we are already doing but may not be well advertised. Provost Wells: Similar ideas have been discussed at CAO meetings.

Meeting adjourned at 5:00 p.m.

Sabbatical Deadlines

Tuesday, September 10: Faculty member submits a completed sabbatical application and all supporting documents to the department through the department chairperson **Friday, September 27:** Sabbatical applications are reviewed in the department. **Monday, September 30:** Applications and recommendations from the department and the chairperson are due in the office of the Dean.

FA/AD Meet & Confer Scheduled Meeting for Fall Semester. 2013-2014:

Thursday, September 05, 2013, 3:00-5:00 p.m., CSU 253- FA Agenda/AD Chair,
Dean representative: Kris Retherford

Thursday, October 03, 2013, 3:00- 5:00 p.m., CSU 238- AD Agenda/FA Chair,
Dean representative: Becky Copper-Gienz

Thursday, November 21, 2013, 3:00-5:00 p.m., CSU 253- FA Agenda/AD Chair,
Dean representative: Joan Roca

Kimberly Greer

Originally Signed by the Above

Kimberly Greer

Reviewer for Management

Kellian Clink

Originally Signed by the Above

Kellian Clink

Reviewer for Faculty