

**Faculty Association Meet and Confer**  
**Thursday, October 2, 2014**  
**3:00-5:00 p.m.**  
**CSU 245**  
**Faculty Agenda/Administration Chair**

**Notes**

**Present: Faculty:** Mary Visser, Gregg Marg, Robert Bothmann, Barbara Carson, Paul Hustoles, Roger Severns, Kelly Krumwiede, Craig Matarrese, Steven Gilbert, John Thoenke, Luis Posas, Jessica Schomberg, Amy Hedman, Richard Liebendorfer, Barbara Bergman, Scott Page, Teri Wallace, Rhonda Dass, Deborah Jesseman

**Guests:** Dalton Crayton, Sherrise Moore

**Administration:** Richard Davenport, convener, Marilyn Wells, David Jones, Ed Clark, Kim Greer, DeeAnn Snaza, Rick Straka, Scott Fee, Dean representative, Bonnie Windschitl, recorder

**Guests:** R. Kent Clark, Shane Dwyer, Ron Fields, Linda Hanson

President Davenport brought the meeting to order at 3:05 p.m.

**1. Reports:**

a. **Reorder/Additions:** Two topics are time specific.

b. **Review of Notes:** No changes to notes.

c. **MSU Provost and Senior Vice President for Academic Affairs (Marilyn Wells):**

**Provost:** We were well represented at the American Democracy Workshop sponsored by Campus Compact, held at St. Cloud State. I joined a number of students who went to Cambria to see how the quartz powder is processed into beautiful countertops. We have a number of students and alumni who work there. The Ford Lecture was held last night. Social Work celebrated its 40<sup>th</sup> anniversary. You should have received "Sip and Chats" postcards; additional ones were handed out. These will be informal conversations. The Charting the Future Gallery Work is scheduled for October 30 - open to campus community. We need to have good campus involvement. Lots of good things going on.

d. **MSU President's Report (Richard Davenport):** It has been a busy week.

The Clinical Science Building groundbreaking was this week; Verizon Wireless Center groundbreaking was last week. There are many activities going on for Homecoming. David will give us an update. David Jones: Hopeful the weather will clear up. There will be a concert in Myers Fieldhouse. There is a change in the parade line up, starting on Birchwood. It is the 50<sup>th</sup> anniversary for Phi Delta Beta; there are over 100 alums marching in the parade. FA Member: There are 10 performances for *Beauty and the Beast*, with another show added. President Davenport: I compliment the faculty – the Ford Lecture was fantastic - not one student left the lecture.

e. **FA President's Report (Mary Visser):** Dan Swart will serve as secretary for fall semester, although he could not be here today. Faculty do not feel they have sufficient information on the safety officer proposal. We appreciated David Jones being available to meet with faculty. This is an important topic, and the discussion was frank and respectful. The idea of a separate Graduate Commencement has been referred to GCAP – don't want to delude the audience and have an impact on long-standing programs and ceremonies. There is due diligence in filling faculty positions on committees. What is the timeline for administrative searches? We are anxious to get them. What is the process for verifying information through IRPA? Planning is driven by data - imperative that data be accurate. FA Member: Assessment and Evaluation Sub-meet is working on that. I would like to note that a number of Emeriti faculty have passed away. Not to take anything away from anyone else, but I would like to note that Ronnie Burton was the first President of our Faculty Association in 1974.

f. **Human Resource Report (DeeAnn Snaza):** Are there any questions on

vacancy lists? David Schrader is working with Student Affairs on Veterans' Day activities. Reminder to supervisors - if employees want to take Veterans' Day off they can.

## 2. Discussion Items:

a. **MnSCU/Legislative Relations (Richard Davenport) (Standing):** Follow up with Rick talking about budget, and what it means to freeze tuition.

b. **Budget (Rick Straka) (Standing):** Appropriates allocated on the tuition in creating general appropriations. Discussing tuition. *Everyone* understands the basic math 67%--33% appropriations. Three percent increase—really only 2%-buy down does not fully pay back. Generally - tuition buy down that we want the full percentage to come back to the University. Legislative language is clear that all tuition goes back to the universities. Moving back—50/50 range is what legislature—DFL has in mind. President Davenport: Current budget - our metro revenue is up -graduate enrollment is up; UG down-shortfall higher retention rate fall and spring—middle of February short in tuition budget. Roll out final expenses ASF in September—one-time lumps—hopefully IFO agreement is settled by end of this month. FA Member: Revenue in the black. Rick Straka: Have not run numbers. Keeping 70 of the typical 600. Provost Wells: At 1.2% retention rate up. President Davenport: We are looking at areas to save money. Successful searches. Provost Wells: Academic planning and faculty leadership. Data by college - look at the big picture. In FY14 across the university there were 44 IFO probationary searches. Of the 41, 30 were successful. We also had 11 failed searches and started looking at why. Advertising charges, in addition to time - average \$65-70,000 per search. Twenty-five percent of searches - 100% possible? Why? Number of reasons. How can we improve to be more successful? That is a lot of money and worth us taking a look. President Davenport: There can be legitimate reasons but can look at other ways. FA Member: Faculty time also goes into searches. FA Member: That is money that comes out of pocket for a failed search. Frustrating factor. Lot of places we can do better.

c. **SAVE Act (Linda Hanson) Time Specific 3:30 p.m.:** *Minnesota State Mankato's Sexual Violence Prevention D2L* Module fact sheet was handed out (refer to handout as needed). Education module D2L module is an important component of Campus SaVE Act (VAWA) and Title IX sexual violence prevention efforts on campus. It mandates sexual violence training for all students. There are three components: What you should know - what consent is. Culture of sexual violence. Risk reduction for everyone. Summary, certification and resources section. There is a self-assessment at the end of each module. We need to launch as soon as possible; ready to go - presented at Meet and Confers today. FA Member: All students? What happens if this triggers someone? FA Member: Is there an opportunity to identify a comment that somewhat addresses? FA Member: Are there resources identified on campus? Highlighting where you report. FA Member: Who wrote the script? University of Montana D2L module—developed this module and some of it was rewritten for MnSCU Task Force. FA Member: Open for males? Clearly identified in the module. Task Force for employee - duty to report and confidentiality little more information. MnSCU will track which schools and watch it and go forward always have ability to modify as needed. This is a changing, ongoing process. FA Member: Mandated requirement of all new students and all new employees? What are the consequences? Civil Rights can come on campus to review. There are sanctions for non-compliance relate to federal financial aid. Chancellor's Office is encouraging more opportunities to do so. President Davenport: System-wide . FA Member: Trigger issues - opportunity for a student to get additional counseling. Comments on positive ways to get people to complete the training. It is the right thing to do. FA Member: Staff must report—more reports by the implementation of this training—this is likely to bring out more reports. Affirmative Action is working on that. Later part of September—President Davenport: What about the institutions who have rolled it out? Includes PSEO, online, Edina. FA Member: Undergraduate and graduate. Linda Hanson: Rolling it out for all students, faculty and staff - offered voluntarily or mandated. President Davenport: Mandated for new students and new employees.

**d. Law Enforcement Proposal for City of Mankato (Richard Davenport, David Jones):** President Davenport: Lots of good discussion going around campus. Todd, with the City, was not available to attend today. A lot of concerns and fear; in the consideration. Lots of information and misinformation out there. Let's clarify. David Jones: This gives us more time for additional conversations. Share additional thoughts. FA Member: People are looking for a written proposal from the City - something that people can read. David Jones: Neighborhood listening session. Did not hear. FA Member: in addition to philosophy, law enforcement research? FA Member: Look at institution - we do have control from our perspective has been 10-15 years encourage to think about impact new offer would represent - drive students away; negative effects might bring us back to earlier. An impact on what a police officer would have minorities on campus. President Davenport: Waiting to hear all of the right arguments - really drill down on what difference it is going to make. I am not convinced this is the way to go. President Davenport: Owe it to law enforcement - let's hear what they have to say - not going to do anything adversely. FA Member: Research and subjective on how people feel. FA Member: give City person a long enough time.

**e. Ford Hall HVAC (Ron Fields):** Update on Ford Hall ventilation system. This has been a quest for some while now - nature of Chemistry is complex and sensitive. Lot of controls and overlap. Determined item captures exhaust air and allows it to come back into the building. Weeks and longer to quantify and measure levels of exposure. Change one of the wheels. Retest to see before and after. Allow us to replace another solution stand alone hood specialized disk. Experts in the field helping us. President Davenport: New wheel will be installed on October 24—testing soon after. Each step taken we learn more. We will find an answer. FA Member: What are you going to do to maintain good communication - getting accurate information out there? Department by department and sharing with key contact. Key contact points and then information out with next steps. Keep the uncertainty down. FA Member: Everyone in the building is in the loop. FA Member: Chair of Biology should also being copied. President Davenport: Test successful - replacement all four wheels; if this does not correct the problem, we are likely looking at a large amount of money. Rick Straka: Is there an improvement and reduces then absolutely. So many solutions based on test results. Can't heat building unless this is fixed. No options off the table right now.

**f. Graduate Commencement (Kent Clark):** There is not a lot to report as we are still assembling feedback. FA Member: if you are invited - Kent would be interested in talking with Exec. Committee. Desire to see all graduation full hearing with all of our constituents. FA Member: Any other feedback? President Davenport: We will see what happens.

**g. Smoking Policy (Visser):** Keep this at the forefront. Rick Straka: A sub-group is forming. Not met with universal appeal. What will we do moving forward? Do we have a statutory ability to enforce fines? Are we going to do that? We need everyone together working on this. Good job of getting to a plateau. Now how do we move forward? What are our available next steps? FA Member: Timeline of make some recommendation by beginning of next year. Bargaining unit heads - progressive discipline is not going to work - need as partner. Rick Straka: Looking at all of our options. If it requires legislative change -do it early and get it before Legislature. President Davenport: Leadership Council - this topic on both sectors (two-year and four-year) working to a degree. Nobody really knows. There are no enforcement policies on any campus.

### 3. Information Items:

**a. Cyber Security Awareness Campaign (Shane Dwyer) Time Specific:** Ed Clark: There has been a sharp rise in compromised situations. Most staff has been successful in avoiding issues. Shane Dwyer: Campaign summary - phishing communication - 120 compromised situations. Good ways to get the information. What other good ways can we get the information out? FA Member: Local radio postponed. President Davenport: Public TV - more on a national perspective about how dangerous this process is. FA Member: Email should be the lowest way to communicate. FA Member: Disseminate through other endeavors through someone you know lot

more getting into our regular mail. Low tech - table with information outside Library. FA Member: Office 365 conversion - if they have your StarID they are you at that point. Rick Straka: State of MN Employee System. Ed Clark: Cloned our website; attacks are very sophisticated. President Davenport: Scary times for us in the IT world. (Refer to handout as needed.)

b. **Update on Academic Mapping (Marilyn Wells):** Academic Mapping – 160 undergraduate and 14 graduate maps in various stages of completion. We are on track. Maps to next level - last spring Hobson's AgileGrad came to campus. Going forward AgilGrad, coming back on October 15 (email first pilot to department chairs yesterday inviting them to become a pilot.

c. **Update on Integrated Academic Planning (Marilyn Wells):** Drop-in workshop for new chairs held last month - continuing chairs would like to have them also (two held this past week). Across the four workshops, about two thirds of the chairs have participated. DC/DD workshop - chairs sharing their updates. A handout was distributed to summarize. (Refer to handout as needed.)

President Davenport: Any other comments?

The meeting adjourned at 4:35 p.m.

*Notes were reviewed by Mary Visser [FA] and Kimberly Greer [AD].*

#### **FAAD Meet and Confer Dates**

- Thursday, November 13, 2014, 3:00-5:00 p.m., CSU 245 (FA chair/AD agenda)  
Dean representative: Joan Roca
- Thursday, December 11, 2014, 3:00-5:00 p.m., CSU 245 (FA agenda/AD chair)  
Dean representative: Stephen Stoyhoff
- Thursday, January 15, 2015, 3:00-5:00 p.m., CSU 245 (FA chair/AD agenda)  
Dean representative: Brenda Flannery
- Thursday, February 19, 2015, 3:00-5:00 p.m., CSU 245 (FA agenda/AD chair)  
Dean representative: Jean Haar
- Thursday, March 19, 2015, 3:00-5:00 p.m. – CSU 245 (FA chair/AD agenda)  
Dean representative: Kimberly Contag
- Thursday, April 16, 2015, 3:00-5:00 p.m., CSU 245 (FA agenda/AD chair)  
Dean representative: Brian Martensen
- Thursday, May 7, 2015, 3:00-5:00 p.m., CSU 245 (FA chair/AD agenda)  
Dean representative: Maria Bevacqua