

FACULTY ASSOCIATION MEET AND CONFER

Thursday, October 6, 2011

3:00 – 5:00 p.m.

AH 213

(Faculty Chair /Administration Agenda)

NOTES

Attendance:

Faculty: Jim Grabowska, convener, Mary Visser, Paul Hustoles, Barbara Carson, Kelly Krumwiede, Richard Liebendorfer, Gregg Marg, John Seymour, Becky Schwartzkopf, Ellen Mrja, Danae Quirk Dorr, Emily Stark, Miriam Porter, Ronald Nickerson

Management: Richard Davenport, Scott Olson, Warren Sandmann, recorder, Becky Barkmeier, Rick Straka

Guest: Lynn Akey, Harry Krampf

1. Information Items—

a. **Reorder/Additions:** None.

b. **FA President's Report (Jim Grabowska):** As you all know, there are still issues with Article 19 of the IFO Agreement and issues with the Office of the Chancellor. We take the position these dollars are essential. We are looking for a resolution that does not go beyond the contract. We are interested in what comes out of staffing so we can move forward on that area. Finally, we are also looking to one-time funding and the rubrics so we can move forward.

c. **MSU President's Report (Richard Davenport):** Loved *Rent*—excellent show. The National College Fair went fine. What we call the Minnesota State Mankato fishing net caught all the students. Homecoming was very strong. Good attendance at all events, and no late night phone calls. Up to date enrollment numbers: Headcount is 15,674, up 1.9%; New Entering First Year Students at 2,465, up 4.4%; New Transfers at 1,146, up 1.4%; New Graduate at 456, down 9.2%, Retention about 77 percent—this is critical and we need to improve that for our future. Gage resolution—this is the last class in Gage. We will close Gage in fall 2012, and then it comes down in spring 2013. Housing will be covered for new students. FA President Grabowska: Is this a conventional takedown rather than implosion? Vice President Straka: Yes, regular demolition but no real savings. President Davenport: Some thought we could maybe use this as swing space as we build new buildings, but that does not seem to be in the plans. I agree with the need to get the searches started as soon as we can, and there will be new probationary positions, along with some adjunct and fixed-term. We are looking at \$2.5 million in base positions, plus reinvestment dollars. Provost Olson: There is \$2.5 million for all positions. President Davenport: Founders Day on Friday, first Founders Day, credit to Associate Vice President David Jones who came up with this idea. We will have cake and celebration at Jazzman's cafe.

d. **Provost & VPAA Report (Scott Olson):** Where we are in staffing now? Departments start by crafting their proposals, then sending to Council of Deans. Then each Dean meets with the Vice President and the Associate Vice President about the specific proposals. Next step will be to review the proposals and make the decisions. New ideas—maybe some enrollment demand dollars to come earlier? This would be from the \$2.5 million. We are still in the process. We are joined today by Dean Harry Krampf as a representative from the Council of Deans. We will have a dean representative for each Meet and Confer.

1. **Enrollment Management Structure Feedback:** This was passed out at the last Meet and Confer. Get any last minute feedback to Associate Vice President Jones as soon as possible. Big change—we restructured from demographic groups to functions. Recruitment, retention, services—now add a fourth, completion. Please get us feedback within two weeks.

2. **Summer Orientation Schedule Feedback:** Handout of summer orientation dates—these are proposed, please get feedback to Associate Vice President Jones by October 21. FA President Grabowska: In the past, we talked about a master calendar related to events so we do not double up on events. President Davenport: This is still a goal. Vice President Straka: There is a system-wide software RFP out to see if we can get a computer program that will allow us to do unified calendaring.

3. **Other Items: Advising task force:** We are looking to see what we can do to implement some of the items. We share your concern about Article 19, even though we may not be able to join in all communications.

e. **Human Resources Topics (Becky Barkmeier)--**
Handouts were emailed. Open enrollment is coming up, even though we have little information about this. It will be November 2-15, 2011. As we get more information, we will get it out to faculty and staff. The Combined Charities Campaign kicked off—look for more information.

2. **Discussion Items--**

a. **MnSCU/Legislative Relations (Standing):** President Davenport: Not too much to report. This will be a bonding year and we will be pushing the clinical sciences building. We will need to push this really, really hard, as bonding is becoming more and more competitive. The Viking Stadium may have a big impact on bonding for our University, and on summer training camp. We are not in a contract with Vikings yet, but are in negotiations. A budget problem still exists, so we will keep an eye on this. We think we are still okay in terms of what we think the next cut in Higher Education will be.

b. **Budget (Rick Straka) (Standing):** Current budget looks strong—right on target. There will be \$4 million in base to be added back, including the \$2.5 million for enrollment demand, so we are looking to be stable for the next two years. We are still waiting to see what the bargaining contracts will end up at. President Davenport: Enrollment management is the key—we cannot sit still. Retention and persistence is the coin of the realm. We cannot let what happened to SCSU happen to us. They lost 700 students, almost \$5 million they were not planning on losing. We need to really stay on top of enrollment and getting the students here and keeping the students here. Provost Olson: When people are in these situations they sometimes start looking like open enrollment institutions. Vice President Straka: SCSU has had bad press and negative relations with all the problems—we have had the same problems, but have handled them in a very collegial manner. FA President Grabowska: What does a million dollars mean? Vice President Straka: The \$100,000 is about one position including fringe. FA: If faculty are getting retrenched at SCSU, how does that affect our searches? Director Barkmeier: The retrenchment list has names of people eligible for recall and if they are on the list in an area we hire, we must contact them to see if they are interested. FA: Is this a requirement? Director Barkmeier: Yes—we contact them. FA: They have not retrenched anyone yet, have they? Director Barkmeier: Yes, they have. FA: Do we have to wait until all retrenchments are announced? Provost Olson: This applies only to people who are already on the list at the time of a search.

1. **Tobacco-Free Campus:** We delayed implementation to January 1, 2012, so we are able to take care of all the logistics. We believe we are the last state university to announce that we are going tobacco free. FA: Is herbal smoking okay? Vice President Straka: No. President Davenport: The biggest issue will be enforcement. Enforcement will be mostly an issue of enculturation.

c. **Request for Information on Differential Tuition (FA):** FA asked for this last time. Associate Vice President Sandmann will send electronic versions of this to the Exec Committee. Provost Olson: Most of these are for graduate programs. Not many exist at the undergraduate level. This data is also available at MnSCU.edu.

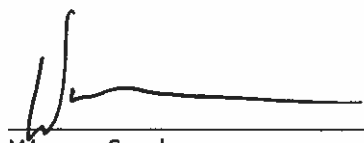
d. **Non-base investment: (Scott Olson/Lynn Akey):** Multiple handouts. Handout 1—3 column handout (yellow). Big differences—scope includes program, no upper limit on scale, same process for all three except budget does column 3, Gage out of the mix, dates are the same, added a two-step process for all three columns. Step 1 is a basic proposal of 500 words so people do not go overboard on proposals that may have been nonstarters from go. Step 2—full proposal. This is mostly a conceptual piece, an informational piece. Handout 2—guidelines (white). This is about why we are doing this process, what the rationale is for the whole process. These are guidelines to help people write good proposals. The idea is that these really are proposals that have a broad impact on a number of people—big and transformative and good for all of us. Definitions are included to help people decide where the best place is for seeking funds. However, Sub Meets also have the ability to put proposals in the most appropriate place. There is also the possibility of adding money to R&R and equipment budgets. We have also added in the ability to ask for carry forward dollars. Sustainability may not always be the key for funding, depending on the type of proposal. There may be some staffing requests that would be non-base for short-term hires. Handout 3—pink. Step one proposal form with application form and rubric. Choose pot of money, choose years, address two questions in 500 words. Last page is the rubric. This is the area we need most input as these are the forms you will be using and will be used to score proposals. Cabinet members will not take part in scoring. FA: Can we tie the prompt questions more closely to the rubric? FA: What do the sign offs mean? Provost Olson: Sign off means we think this fits the criteria—we need to add this to the form. FA: Instead of moving proposals, can we ask that they be rewritten to fit better? Even at step 1? FA: What does “significant return on investment mean”? Provost Olson: Maybe we need more definitional terms. This does include financial return on investments—is it possible to have non-financial return? FA President Grabowska: Certainly. Provost Olson: Agreed. FA: Can we be even more targeted toward strategic priorities? FA: Reviewers are diverse and bring a different perspective to the review process, and this can be a strength to the whole review process. Provost Olson: Yes, but we should still define better. FA President Grabowska: Not just definitions, but examples. FA: Large breadth of scope—impact, involvement—what does that mean? Collaboration? Provost Olson: Has a big effect? President Davenport: Need some more examples rather than just defining terms. Then the measurement will be really important. FA: Back to the yellow sheet—there seems to be a disconnect between the yellow and the guidelines. Provost Olson: That maybe a limiter. FA: Do we need all these signatures? Provost Olson: We might need these signatures at divisions outside Academic Affairs. FA: The fewer signatures the better. FA: Could a Dean really stop this? Dean Krampf: This could take place to get a rewrite. FA: Do we need any signatures at all? Provost Olson: There is a need for someone to at least know that this is going forward. FA: Can this be changed to simply say “I have read this”? Or maybe CC lines for each division/area? FA: What about cross-divisions? Provost Olson: The idea is that this is not an approval process, but a notification process. President Davenport: Someone needs to see the big picture. FA Vice President Visser: What if we decide not to take the advice of the supervisor—can it still go forward? Provost Davenport: This is just a check and balance system. FA: There is a need to make sure everyone is aware of the collaborative process. FA Vice President Visser: Are these with names on or blind review? FA President Grabowska: How is the weighting determined? Director Akey: We used the old Strategic Priority form as the model. Handout 4—green is step 2. This includes all the signatures from the old Strategic Priority form, with added second division Vice President line. Provost Olson: The other thing that is different is that the assessment plan is not needed until after an award is given. FA: Have the rubric and the application more closely tied, just as in step 1. Provost Olson: Step 2 means you are really in the hunt. FA: Can the review from step 1 be provided to those going on in step 2? FA President Grabowska: Informational piece—those tapped on the shoulder—how will the non-tappedes learn of their rejection? FA: Make this

all open so that they all see what was said. FA: Scale the rubric so that they are real rubrics. Provost Olson: Did scores in the past distribute well, or did they cluster? FA: Use the side-by-side rubrics to get the differentiation. FA: Do we think we will get the same number applications as last year? FA: Probably more. FA: We need to get the word out to everybody at the same time. FA: There will be disappointed people, but at step 1 there is less investment. Step 2 is where the investment kicks in. We need to get the word out and make all the notification transparent. FA President Grabowska: Where are we at in the whole process? Provost Olson: Feedback is still wanted and needed by close of business day on Friday. FA: Faculty voices have been heard on this process, it has been very collaborative. FA Vice President Visser: I echo that. We did a much better job with this. Handout 5—blue —vision timeline. Idea proposals November 1, splitting off to the Sub Meets, with decisions by November 30 to move on to step 2. Presentations in January, with recommendations to Cabinet in February, decisions by March 1. Then assessment plans, before money is released. FA: Who can help decide where the proposals can go? FA: Bigger issue—column 3 as a facility reinvestment at faculty request. Where can we get more about the teaching of students? Where can we get more about the education that goes on in the classroom? With all the other divisions in the mix, we cannot forget that what we do for students is what we are here for. FA President Grabowska: We need to make sure that academic programs that are generating the tuition revenue get the rewards. FA: Could we address the idea that the focus is on the academic? Maybe weigh teaching and students more heavily in the rubrics. Vice President Straka: But we need to keep in mind that we are a unit, that we need to support all the other divisions. I appreciate the perspective of academics, and the importance of academics, but we need to make sure we do not belittle the other divisions. FA: Yes, and we need to acknowledge that faculty sometimes feel belittled as well, and this is our forum to express our views. President Davenport: I appreciate this—we are trusting in you that you will spend and recommend the right things.


The meeting adjourned at 5:05 pm.

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



Warren Sandmann
Reviewer for Management



Paul J. Hustoles
Reviewer for Faculty