

Faculty Association Meet and Confer
Thursday, December 11, 2014
3:00-5:00 p.m.
CSU 245
Faculty Agenda/ Administration Chair

Notes

Present:

Faculty: Mary Visser, Gregg Marg, Daniel Swart, recorder, Robert Bothmann, Barbara Carson, Paul Hustoles, Roger Severns, Kelly Krumwiede, Craig Matarrese, John Thoenke, Luis Posas, Richard Liebendorfer, Jacqueline Lewis, Teresa Wallace, Rhonda Dass, Javier Jose Lopez, Queen Booker

Guests:

Administration: Richard Davenport, convener, Marilyn Wells, David Jones, Ed Clark, Kim Greer, Sheri Sargent (for DeeAnn Snaza), Ron Fields (for Rick Straka), Stephen Stoyhoff, Dean representative, Bonnie Windschitl, recorder

Guests: Kent Clark

Meeting was called to order by President Davenport at 3:05 p.m.

1. Reports:

a. Reorder/Additions: None.

b. Review of Notes: No changes.

c. MSU Provost and Senior Vice President for Academic

Affairs [Marilyn Wells]: Commencement is an excellent way to highlight our students. Twenty faculty members were at the Sip and Chats two weeks ago. Reminder of the December 12 Department Chairs'/Division Directors' Breakfast. A meeting of the Sub-Meets Co-Chairs is planned for January 9. Search for College of Science, Engineering and Technology Dean is underway and progressing nicely. Search for the Associate Provost and Associate Vice President for Academic Affairs will get started in January. It was a very, very busy semester. Thank you for all of your support.

d. MSU President's Report [Richard Davenport]: It will be a busy weekend - commencement, semi-final football game. FA: *Nutcracker* is also going on. Davenport: Reminder of the chili luncheon on December 15. By popular demand jalapeno peppers will be available on the tables. Thank you for all the hard work.

e. FA President's Report [FA President Mary Visser]: Very busy fall with mapping and planning work. Departments found the process useful. FA remains committed to keep moving non-tobacco use on campus forward - FA feels very strongly about this. Recent national shootings and killing of two black men and intersect with campus concerns about having an armed safety officer on campus. Essentially shared governance is needed to make this a successful venture. Get your grades in on time. Voting took place for Dan Cronn-Mills to assume our contract negotiator's position. Thank you to Donna Brauer for your service. Thank you to Dan Swart for taking notes. Kellian Clink is coming back and Paul Hustoles has agreed to

step in to assist with review. Thank you to FA and administration for the hard work during the semester. Happy Holidays.

f. Human Resources Report [Sheri Sargent]: Vacancies shared. If there are any questions, please contact HR.

2. Discussion Items:

a. MnSCU/Legislative Relations [Richard Davenport]
[Standing]: It is early in the year - BOT approved budget request of \$70 million with cost of living salary increases--\$72 million (142 million total). We are proposing they give us the equivalent so we don't have to wait. We will need to convince the legislature to honor their campaign promises. The new session starts on January 5, 2015 - add-ons with nothing new on bonding.

b. Budget [Ron Fields] [Standing]: There was a budget impact handout. Enrollment is down a little bit which is the biggest impact. FA: \$70 million - increase to minimum wage - student wages and Affordable Healthcare Act. Davenport: Assume that is factored in.

c. Public Safety Proposal Update [Richard Davenport]: Since the last meeting I talked to the Mayor and City Manager and expressed discontent with behavior and what happened during the last FAAD Meet and Confer. They had already heard from Todd Miller - it was not really open to present as a proposal. While we may not have a leg to stand on for stopping it, we will be fully involved in selecting an officer. We get an opportunity for input in the selection of a more experienced pool of officers. Our culture on campus is quiet and friendly and open to all races; we would want an officer who shares and reflects our values. Protests for mistreatment of persons of color by law enforcement is becoming more common. I have been assured we will be involved in process. Jones: Process to start in January. City has not approved budget. Initially fill with current officer and then our involvement with the long-term selection. Davenport: Process has not been defined and no names shared with me. Barbara Carson volunteered to serve as a consultant to the President. FA: Cost? Davenport: We are not going to be having the cost. Davenport: We will be asked in the future - but we have made it very clear that we should not have to pay for an officer. Mayor agrees with that. FA: Remains unclear as to what they will be doing. New and different—not just more. Davenport: Totally different from our earlier conversation. Officer during peak period of 4:00-12:00 p.m. Heard that person could be on campus. FA: Orientation is starting in January. Jones and Morris can't do training but can provide list of people they could meet with. Davenport: More information after holiday break. Make sure we have involvement. FA: Something just doesn't magically happen when we come back from break. President: We have been assured we will have an opportunity to look at more than one candidate. We are going to hold them to that. FA: Have not had a good feeling of this whole process - difficult for us to understand City presentation. Not comforted that XYZ will take place.

Davenport: We will do everything we can to not have any decisions take place over break.

d. Board Early Separation Incentive, (BESI) [Richard Davenport]:

Possible that they might be offered on campus. Always an option - no need and still no reason. Too early in budget process to see if it needs to be pulled out. Other universities have used BESI's prolifically. We are not at that point, but if we do use BESI, you will be the first to know.

Retrenchment is not being considered - but we do have a deficit. Enrollment projections for next year are not as robust as we saw last year. Too early to say. We did lose over 200 students from fall to spring. Context - looking at an increase in revenue without making any staff cuts. Enrollment and retention is so important. Jones: Seventy-five FYE down fall head count 33 students. Did lose traditional and picked up freshmen. Two hundred less registered from last year. Additional communication needed to shrink that deficit. Applications for fall 2015 are down right now. Seeing some strong graduate efforts. Fall holding steady but forecast frightening. Davenport: Two hundred students means three-quarters of a million dollars we won't have. FA: Assuming we will not raise tuition predicated on BOT. Davenport: \$73 million = 3% tuition increase. Could possibly raise tuition, but right now not planning to. BOT makes recommendation, but legislature can act on that. FA: It has been four-five years since the last tuition increase. Davenport: Affordability is on everyone's mind.

e. Tobacco Free Policy Enforcement Update [Ron Fields]:

Talking about ways to upgrade this policy. Difference in perception on tobacco use. Business of public awareness impacts tobacco smoking in public places and our campus. Campus observation is much different. Adoption of policy has made a big change, but there is still work to be done. Walk through smoky entrances and offices drawing in outside air. A lot of ideas on what can be done. No sanctions - harder to enforce. FA: Concerns of softening of interest by administration - individually committed but many others issues to cover. Not all bargaining units feel same way. Other campuses not really concerned. Davenport: Administration is trying to find a solution - not softening. It is true - Presidents don't see this issue as a problem - as a goal to achieve. I don't think we have even measured it. If you are making progress, how do we know? Not happy with way we are advertising tobacco-free campus. We need to improve signage all across campus. At least preventing from internal part of campus.

f. Phased Retirement Issues [Marilyn Wells/Roger Severns]:

Wells: Over a year ago we talked about change in process and budget factors for phased retirement as part of decision making. Last year we had conversations. We will see where we go in the future, but that is what was done this year. FA provided handout. FA: There are significant dollar savings. 30% savings in granting phased retirement, even for the low salary. It makes no budgetary sense not to offer phased retirements unless you aren't going to rehire. We

need to look at Budget constraints. The idea of phased retirement costing money is mistaken. Other campuses moving toward phased when we are moving away from them. This affects morale. Wells: Department wishes are taken into consideration. Consulted more than in the past—involved could manage with phased transition. FA: Gives a department flexibility with part-time faculty and adjunct during transition. Transition is easier with the phased. Hope you would look at this. Davenport: These are good arguments, and not to be discounted, but until we figure out where we are financially, we don't know what to do. FA: Glad to share spreadsheet. Wells: This is a direction we have talked about for over a year. President Davenport and Russ Stanton will be meeting. FA: What other factors are considered? We have Faculty planning retirements years in advance, and these phased retirements may help. We need to know what the other factors are. Davenport: Moving targets - lot of moving targets and hope we can solve base budget. Wells: Tying up a department for three years to put in a new probationary line with new academic directions. Greer: There are concerns about employing too many adjuncts. FA: Savings to be had - what part of savings if phased are denied. Given us something to look at. Visser: I've heard from people who were denied phased retirements that have decided to stay on at a very high salary for another five years. FA: It seems that this is discussed in purely economic terms - there are morale and contractual issues (although not guaranteed) as well as Institutional loyalty. Davenport: But if we make a decision, it becomes precedent. Have not shut the door - right now don't know where we will end up with the budget.

g. Cultural Contribution Scholarship Proposal [David Jones]:

We have been kicking around this idea at Cabinet for quite a while now. International students' success - apply to pay base MN tuition rates. Fully benefit from increase in international students' rates - ways we can change. Affordability is most important for international students. Is there a way to gain some revenue to invest pools of funds and come back to the general fund? Paying as domestic students or government paying for students. Davenport: Engage in conversation. Jones: 5.2 million dollar impact if in-state tuition is waived. Did not take time to see the benefit. Change would not be applied to current students. Some concerns and questions. We ought to make the change but we need to take a look at it. Davenport: What are the other universities doing? Jones: All but Metro follows the same process. We are not a flagship. Wells: Self-reported diversity. FA: International counted as diversity? Wells: Recognize diversity of country from which international students coming from. Some differences in state and federal. FA: 1. Can we do that? 2. Should we do it? 3. If we did it, what is the economic impact? Stoyloff: Majority of Saudis opt out of cultural already paying at higher rate. Maintain that differential in participation or not. Brazilian students benefiting from scholarship - not degree seeking. We cannot compel them to participate. Prepared to pay out-of-state tuition. FA: As an Institution, our costs are step-wise, but our

revenues are variable. Consider closer to a Bemidji-type model - in state to other states analysis would be beneficial. Davenport: International students require a lot of attention. They come with special needs and they enhance our campus. We don't want to make the mistake of bringing in so many International Students that we can't be of service to them all.

3. Information Items:

a. **Mapping and Planning Updates and Next Phase:** Wells: Academic mapping: target maps goal of 136 undergraduate degrees, 113 maps have been submitted - looks like we will achieve maps for Masters Degrees by end of spring - well beyond 1/3 have been submitted. Davenport: Good work. Could we develop an app to tie into mapping and planning. Ed Clark was challenged to come up with an app. Students and campus - largely student input why do I have a registration hold. Where am I in my map. Google-now personalized app. Lot of work to get there but very excited. Wells: Planning - we are at the point of completing Phase 3 (handout) All four task forces are submitting their reports electronically and planning celebrations. Phase 4 Master Plan Drafting and Review - presented. Phase 5 also presented. Department Chairs'/Division Directors' meeting - who are our faculty handout. *A Great Place to Work* marketing piece handed out. We wasted a lot of money on searches that failed. FA: Academic plan - rumors everyone was going to look at everyone's plan. Many departments have had to rewrite because they didn't know it was going outside of the department. UCAP is up to 600 proposals already. There is a time issue, but we were already working full-time before Mapping started. Wells: It is a draft - whole spring semester to polish it. Dan Cronn-Mills will be looking at how we can streamline the curriculum process.

b. **Graduate Commencement:** Kent Clark gave an update. Aggregate information realized - learning experience - challenges and roadblocks. Recommendation coming back early in spring semester. Successful commencement process - potential of graduate ceremony make more fulfilling and provide a better opportunity.

c. **Malware Update [Ed Clark]:** A handout showed a proliferation of malware lately. Click on a link or open a document. Be mindful of attachments if you are not expecting it. Please be suspicious and help IT control malware. Davenport shared personal experience. ISRS shutdown alert concerned about timing other institutions chimed in and grading only affected.

d. **Unions United Food Drive:** Bring your food on Monday. Enjoy chili and push your buildings over the limit.

e. **Concurrent Enrollment [David Jones]:** PSEO and concurrent - great growth in concurrent - English charged \$2,000 per class at a high school in MnSCU system. Increased to \$2,500 with a proposal now to go to \$3,000. Special opportunity concurrent self-sustaining - \$60,000 to enable a field trip to get high school students here on our campus - top of their class. Exciting - some funds available for scholarships. Concurrent layer on

an additional scholarship to come to MSU. We need to be more competitive. Look for new high school partnerships. Davenport: Proposal to set fee at \$3,000 across the board - may be out of our hands. FA: Rumors by time of high school graduation would have AA degree. Go slowly - MnSCU may be creating policy. FA: IFO State Office wild wild west of academia - different institutions - different department doing different things. Jones will come back with information in spring.

f. **Policy Review [Marilyn Wells]:** The University's policy consultation and approval process includes two review periods during which members of the university community have the opportunity to read policy drafts and suggest modifications. The first period, entitled "informal review", results in revisions of the initial drafts based on the comments received.

In accordance with the review process, the following policy drafts are presented for informal review which will run from November 7, 2014 to December 11, 2014.

A. Revised Policies

Academic Re-Evaluation
Continuing and Professional Education
Illumination Standards
Lock, Key and Electronic Access Control
Minors on Campus
Pets on Campus
Post-Secondary Enrollment Option
Protection of Human Subjects in Research
Responding to Issues of Research Misconduct
Recognized Student Organizations, Privileges, and Responsibilities
Satisfactory Academic Progress for Undergraduate Students
Student Education Records
Student Financial Aid Eligibility: SAPS
Undergraduate Admissions
Undergraduate Requirements for Degree/Award

B. New Policies

1. Lactation Spaces and Gender-Neutral Restrooms in New Construction/Renovations
2. Recording of Classroom Lectures and Materials
3. Zero Credit Hour Courses

Copies of all policies under review may be accessed at <http://www.mnsu.edu/policies/whatis/review/>, within the "Policies Under Review" section.

Comments may be provided electronically (lynn.akey@mnsu.edu) or in writing (Lynn Akey, Office of Institutional Research, Planning, and Assessment, 315 Wigley Administration Center). Please submit comments no later than December 11, 2014. Reminder last day for initial policy review.

FAAD Me

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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

Meeting adjourned at 5:04 p.m.

Reviewed by: Daniel Swart, Faculty
Kimberly Greer, Administration