A Look Back...

90 years ago this week…
On September 14, 1915 seventeen students began classes at the University Department in the Coffman Building. This was the beginnings of Rochester Junior College. The tuition was $200 per year.

Upward Bound Silent Auction
H.O.T.T. Fest - 10:00 am – 1:00 PM
- Framed Dragon Needlepoint
- Fall Basket
- Halloween Basket
- Framed, autographed picture of Christine Agulara
- Golf Collection: Golf theme cross stitch, autographed golf glove from Chi Chi Rodreges and 2 collectable Sports Illustrated magazines with Chi Chi on the covers
- Miniature Vikings football autographed by Moe Williams and Nate Burleson
- Framed Needlepoint Sampler
- Student Survival Basket
- Child’s “Bee” Bean Bag chair and bee bucket
- Basket of trolls
- Coffee Lovers Basket
- Mexican art work
  Bring your checkbook and support a great program. See you there.
  -Molly Rohe

RCTC HOMECOMING 2005…It's H.O.T.T. . . . . . . (Homecoming Over The Top)
Help pump up the spirit for the RCTC Yellowjackets by joining in the various homecoming activities planned during the week of September 26-October 1, 2005. Mark your calendars now! Additional details and sign-up information will be sent next week as well as a link to a new homecoming web site. Homecoming buttons will be sold for $10 which will enable each wearer to receive one "H.O.T.T. Cookout" meal on Saturday, as well as admittance to an athletic game scheduled during homecoming week. For a complete listing of events, see page X.
Snapshots at jasonlove.com

Take us to your ruler.

Snapshots at jasonlove.com

Marketing Fact
Nationally, the average student loan burden ($3,600) is greater than the average grant amount ($2,200) at 2-year public institutions. (2003-04 National Postsecondary Student Aid Study National Center for Educational Statistics)

Crossings Classifieds

For Sale: Christmas in DisneyWorld. $1475 for a studio unit at awesome BeachClub Villas Resort at EPCOT. Sleeps 4, microwave, frig, coffeemaker. Dec 25 for 5 nights. Save over 40% (Disney’s price $2559). Does not include park passes or airfare. Anne Benson 280-2809.

For Sale: Boat trailer for fishing size boat. Heavy duty. Call Marilyn Etbauer at 289-9541 (H); 281-7771 (W).

Blood Drive on Campus
Mayo Clinic Blood Donor Program will hold Blood Drives on campus on the following dates:

Tuesday, September 27
Wednesday, October 26
Tuesday, November 29

Location: AT301 - Time: 8:30 a.m. - 3:30 p.m.
Appointments: Call Mayo Clinic Blood Donor Program at

Thank You
Thank you very much for the balloon and stuffed puppy you sent to the hospital upon Paige's arrival. We really appreciate your thoughtfulness.

Alex, Amy,
Duncan, Zack and Paige
(Kromminga)

Student Support Services – Basket Challenge
It’s never too early to mark your calendar for the Annual Holiday Party / Silent Auction to be held in the Student Support Services office SS159 on Thursday, December 1 from 11:30 – 1:00 p.m. We are trying something new!!!! We would like to challenge each department on campus to create a theme basket to donate to the silent auction. A PRIZE will be awarded to the department whose basket brings the highest bid. Be creative, have fun and bring your basket(s) to SS159 no later than Monday, November 28. All proceeds from the silent auction benefit the SSSP Iris Fried Scholarship fund. See you on December 1 for holiday cheer, good food, conversation and the silent auction. See the attachment for more information.

Condolences
Condolences to Steve Higgins whose father-in-law, Floyd Merrill, passed away on Tuesday, September 6, 2005. Our thoughts are with Steve and his family.

Thank you very much for the balloon and stuffed puppy you sent to the hospital upon Paige's arrival. We really appreciate your thoughtfulness.

Alex, Amy,
Duncan, Zack and Paige
(Kromminga)
Supalla’s Scribblings

On September 8, Jay Lee and I attended the fifth meeting of the Rochester Higher Education Development Committee. The entire meeting was spent with consultant Louellen Essex presenting an update to her 1999 UCR report. During her presentation, Louellen shared her findings on “What is Working,” “Barriers to UCR Effectiveness,” and “Recommendations.” In a nutshell…

--- What’s Working ---
1) Roles and responsibilities of the partner institutions appear to be much clearer now than in 1999.
2) All partner institutions have created more programs.
3) WSU and RCTC report the most satisfaction with their partnership.
4) RCTC is viewed as providing excellent programs, serving the community extremely well.
5) Some joint planning among all three institutions has occurred.
6) Shared classroom scheduling and reception services at UCR are particularly effective.
7) A stakeholder survey indicates that all three institutions are viewed as providing valuable service to the community.

--- Barriers ---
1) Many perceive that the University of Minnesota’s identity is not distinctive enough.
2) While pathways have been created for transferring from RCTC to the U of M, the process is described as cumbersome for health science students. Access to RCTC classes is reportedly problematic at times for U of M students in health sciences. The counseling process at RCTC is perceived as sometimes inadequate. The course content students have at RCTC is not always the content the U of M or Mayo ideally desires.
3) The U of M struggles to fund its upper division and graduate programs in the absence of lower division courses.
4) Technical support and facilities requests are not always perceived as adequately handled by RCTC for the U of M.
5) While RCTC is the landlord for the UCR campus, partners can opt in and out of shared facility arrangements. RCTC perceives this as putting an undue burden on its budget.
6) Many are frustrated with the slow growth of the U of M academic programs and research capability.
7) Strategic planning for the UCR has not been accomplished in a fully integrated way.
8) Community advocacy, particularly GRAUC, will be needed in the future.
9) Data regarding the number of degrees granted, student utilization of pathways, and other descriptive statistics is reportedly difficult to gather.
10) The UCR Management Agreement is perceived as focused on what now exists, with little emphasis on growing and expanding UCR to meet future needs.

--- Recommendations ---

While the UCR model has been refined over the years and has served to create some degree of collaboration among its partners, it appears, at this time, to inhibit the U of M in developing additional partnerships and programs.

1) The U of M Rochester should be granted autonomy to become a four-year university and develop a plan to establish a strong, distinct identity in partnership with IBM and Mayo Clinic. WSU should be given the same opportunity to provide four-year degrees if it so desires.
2) The U of M should accelerate its efforts to collaborate with Mayo Clinic and IBM around graduate academic programs and research in Health Sciences, Informatics, Genomics and Technology.
3) A comprehensive study of financial models to support U of M programs should be conducted and used to guide decision-making on how best to develop the physical facilities as well as academic programs and research capability needed for UMR to grow.
4) Collaboration between RCTC, WSU, and the U of M should continue to be encouraged. The natural affinity of the 2 + 2 programs will undoubtedly prosper. However, in order to fully serve its stakeholders needs and wants, the U of M should have the autonomy to move forward more aggressively in providing distinctive four-year degree programs without the constraints of mandated collaboration.

As the committee continues to meet and discuss its recommendations, I encourage you to attend the meetings or follow the committee’s work on the Minnesota Higher Education Web site (http://www.ohe.state.mn.us/rochester/index.cfm). A standing “Public Comments” item is part of every meeting agenda. A draft of recommendations to be forwarded to the Governor by January 15, 2006 is scheduled to be shared at the committee’s December 16 meeting.

If you haven’t picked up your free copy of the Rochester Women magazine, find one today. RCTC faculty members Audrey Lidke and Dan Nash…and graduate Latricia Domally…are featured in three separate articles. Way to go!

This week’s 90th anniversary celebration will go down as a historic milestone. I hope you don’t miss a single event. As a member of the RCTC family, we have so much to celebrate…so much to be thankful for.

Thought for the week…

The secret to success is to be like a duck—smooth and unruffled on top, but paddling furiously underneath.”

I suspect we’re all feeling a little duckly this week. Happy Anniversary to us! Don
RCTC HOMECOMING 2005

*It's H.O.T.T. . . . . . .(Homecoming Over The Top)*

**MONDAY, SEPTEMBER 26**
- Movie “Remember the Titans”
  2:00pm in Student TV Lounge

**TUESDAY, SEPTEMBER 27**
- H.O.T.T. Fest
  10:00am-1:00pm in the circle drive in front of Atrium
  - KROC Music on Wheels
  - Free grilled lunch
  - Dunk tank
  - Face painting
  - Tarot cards
  - Caricatures
  - Air brush tattoos

**WEDNESDAY, SEPTEMBER 28**
- Student Success Day
  - Information Sessions
  - Free Food
  - Prizes

**THURSDAY, SEPTEMBER 29**
- Tug of War Contests and prizes
  11:30am-1:00pm
  *Enter your team of seven pullers (at least three must be female) and show us your strength!*
- H.O.T.T. Decorating Displays
  *Show us how H.O.T.T. your office or department really is by decorating in the spirit! Judging will be based on creativity, originality, general appearance and best display of the Yellowjacket Spirit or H.O.T.T.ness!*
  - Awards and prizes announced Friday

**FRIDAY, SEPTEMBER 30**
- Program/Class Exhibits/Tours
  9:00am and 10:00am
- Homecoming Parade
  11:15am in Circle Drive
  *Decorate a small, non-motorized 2 or 4-wheel conveyance (i.e. grocery cart, duplicating cart, pull behind wagon, etc.) in RCTC colors or theme and join us for some fun. Perhaps you wish to enter a choreographed unit of bookbags on wheels or book juggling ...use your imagination!*
  - Pep Band - 11:30am in the Atrium
  - Pep Fest (prizes, free popcorn/pop) - 11:45am in the Atrium
  - Golf Tournament "BEST SHOT"/Awards & Cookout - 3:00pm-6:00pm
  - Volleyball Game - 6:30pm in the Sports Center
  - World Drum Ensemble at VB game - 7:00pm
  - Bonfire (free food/music from Excalibur) - 8:30pm in the gravel parking near the Sports Center

**SATURDAY, OCTOBER 1**
- Flag Football Game - 9:30am
- H.O.T.T. Cookout - 11:30am
- Volleyball Game - 12:00pm
- “COOL” Tailgate Party - 2:00pm
- Football Game - 3:00pm
- Halftime SHOW - 4:30pm
- POST GAME FESTIVITIES - 7:00pm - at Buffalo Wild Wings
*All are invited to Buffalo Wild Wings at 3458 55th Street NW, following the game for post-game analysis and to connect with old friends. Bring your family and friends for exciting college football action and to reunite with friends, faculty, staff, and alumni of RCTC.*

This invitation is being sent to you from the RCTC "H.O.T.T." Homecoming Planning Committee.

**PLEASE FEEL FREE TO MAKE ANNOUNCEMENTS IN YOUR CLASSES!**
Rochester Community and Technical College  
AFSCME Labor/Management  
Minutes for Thursday, June 16, 2005 10:00 a.m. – AT109

Present:  Administration:  Arntson, Cram, Hansmann, Supalla  
AFSCME:  Clark, Conway, Kiehne, Lunning, Martin (Business Agent), O’Dea, Staloch  
Recorder:  Judy Kingsbury

ITEM 3 (AFSCME) Follow-ups from April, 2005 Meeting – Hansmann announced the concerns raised in April regarding summer hour requests have been resolved. Martin and Arntson announced communication concerns raised by the 3rd Shift GMW will be handled through a meeting when all parties are available. Arntson also announced the wording of “marginal” will be removed from the policy/procedures as it relates to salary increases being withheld.  
Action: Information Only.

ITEM 1 (AFSCME) Contracting Out – Martin announced, and Staloch confirmed, concerns have been raised by the General Maintenance Workers regarding contracting out services. Staloch specifically noted rumors that the 2nd Shift Supervisor was investigating cost comparisons of renting equipment with GMWs doing the work versus contracting out the window cleaning services. Arntson noted such a change would not reduce current staffing. Martin indicated it was common practice at campuses to have employees taken off regular duties to perform deep cleaning in the summer and during breaks, and indicated an official communication with AFSCME prior to moving forward with cost analysis would be beneficial and reduce the number of rumors. Hansmann responded she would visit with the 2nd Shift Building Supervisor.  
Hansmann also announced overtime would be requested in September in order to fulfill the upcoming needs of the 90th Anniversary celebrations.  
Action: Hansmann will visit with J Denny about the cost analysis being done to contract window cleaning.

ITEM 2 (AFSCME) Posting Vacancy Process – Arntson announced there is an internal posting policy/procedure of seven days and a DOERS website posting policy/practice of one day to allow for claiming. Kiehne noted employees aren’t always aware of the posting on the DOER website, and a one day window is problematic. Arntson clarified the process of one day is because an employee can go to the website and review the kind of jobs that interest them and receive an e-mail notifying them of any openings that match their resume. Supalla questioned if the concerns relate to the length of the posting or the internal method of communicating the postings. Kiehne responded the concerns are more the internal communication and suggested postings also be done on the computer for all AFSCME employees to be notified of the opportunities. Arntson responded she liked the electronic posting suggestion, noting it wouldn’t preclude the HR Department from the normal process as well. Arntson also announced applications are always accepted beyond the DOER deadline, often being accepted until the search committee has selected the semi-finalists for interviews.  
Action: Arntson will continue the normal posting practice, with the addition of announcing AFSCME vacancies using the college e-mail (an official communication tool).

ITEM 1 (Admin) Parking Financials – Hansmann distributed a Parking Analysis outlining the revenues and expenses in the parking account. Hansmann added the 2005 numbers are an estimated because the books aren’t closed for the fiscal year. Hansmann also announced plans to spend down the balance in Fall of 2006 to build a parking lot. The new parking lot has been in the master site plan since 1998. Supalla added the suggestions for a parking ramp are not feasible because the cost is almost $10,000 more per stall than a flat parking lot. Supalla also announced a shuttle service will be reinstated beginning Fall Semester, and the shuttle will be monitored for cost effectiveness and usage. Hansmann added walking paths are also being installed from the overflow parking lots to the UCR Main Campus. Conway questioned if any parking lots are designated for visitors. Hansmann responded visitor and student parking are in the same lot, with the addition of the metered parking stalls. Hansmann also indicated the parking fee will increase by 25 cents per credit, but there is a discount for those purchasing an annual pass, and an additional savings for those purchasing the annual pass through payroll deduction because it is pre-taxed dollars.  
Action: Information Only.

ITEM 2 (Admin) Tuition and Fees – Supalla announced the College’s proposed tuition increase of seven percent is just slightly above the two-year college average, and a proposed tuition increase for Fiscal Year 2007 won’t be finalized until discussions are held with the students in December. The 2005-06 tuition increase will be discussed and finalized in July by the MnSCU Board of Trustees. Martin questioned how the new allocation formula will affect RCTC. Hansmann responded the allocation for Fiscal Year 2006 will be 50% new formula and 50% prior year, and RCTC should be receiving an increase (approximately $1 million) based on this formula.  
Action: Information Only.
ITEM 3 (Admin) GMW Team Building – Hansmann announced the General Maintenance Workers are meeting with a faculty member on team building, adding six individuals have volunteered to work with the faculty member on the program. Action: Information Only.

ITEM 4 (Admin) Groundskeepers – Arntson announced the two GMWs working outdoors have been reclassified to Groundskeepers with an effective date of June 9, 2005. Action: Information Only.

ITEM 5 (Admin) Statewide Shutdowns – Supalla announced the higher education bill and operations bill were approved and signed, hence a statewide shutdown will not affect RCTC employment or payroll. Martin added, although the higher education and operations bills were signed, the lack of a transportation bill will affect everyone. Martin added state bargaining has been suspended until the legislators finalize the state budget. Action: Information Only.

ITEM 5 (Admin) UCR Campus Closing – Supalla reiterated earlier statements that the UCR Campus (with the exception of the Regional Sports Center) will be closed from December 24, 2005 through January 2, 2006. The process includes a request to the employees to submit their vacation leaves by a specific date, and if there aren’t enough workers for the Sports Center, then the areas may be backfilled with an outside vendor. Hansmann added better communication will be done with the supervisors regarding the staffing needs at the Sports Center. Clark suggested employees be given the opportunity to say “call me if you need me” and also allow 2nd shift GMWs to work during the 2nd shift, and 3rd shift GMWs to work during the 3rd shift. Hansmann agreed to set the schedule and allow claiming by seniority. Martin added progress has been made over the years to improve the process, and suggested a specific notification date be made for employees to make their decision on taking vacation or working. Hansmann agreed that November 1st is an adequate deadline in order to get the shifts and work assignments determined. Action: Hansmann and Arntson will send out a notice in September requesting vacation leaves during the Campus Closing be submitted prior to November 1, 2005.

ITEM 7 (Admin) Student Worker Policy – Cram announced changes have been made to the policy as suggested at the last meeting. The changes include the right for AFSCME employees to complete performance evaluations, yet any termination or disciplinary action would be handled by the manager/supervisor of the AFSCME employee. Action: AFSCME supports the policy with noted changes.

Adjourned at 11:16 a.m.

NEXT MEETING: October 14, 2005 – 2:00 p.m. – AT109
Rochester Community and Technical College
Minnesota State College Faculty (MSCF)
Faculty Shared Governance Council
Minutes for Tuesday, August 23, 2005 – 2:00 p.m. – AT109

Present: Administration Cram, Hansmann, Supalla
          Faculty Gust, Israelson, Marconett, Wright (Chair)
          Recorder: Kingsbury

ITEM 1 (A) FY06 Budget – Hansmann distributed a Fiscal Year 2006 Budget Proposal, which reflected the assumption of a seven percent tuition increase and a flat enrollment growth. Hansmann added the RCTC allocation is $1 million more than last year because of the new allocation formula. In addition, the technology fee is fenced dollars that can only be spent on expenditures directly related to student technology. The non-personnel budget was based on the new budgeting process, which used a software package for cost centers to submit budget requests and department heads/deans reviewed and approved budgets based on continuous improvement plans. The capital equipment budget reflects $125,000 more than last year because of the reduction in past years to balance the budget. Wright questioned what constitutes “Capital Equipment.” Hansmann responded capital equipment is any item that does not lose its identity over its life and is valued at more than $5,000. Supalla questioned if the personnel portion of the budget takes into consideration the recent contractual bargaining settlements. Hansmann responded she was confident that the budgeted dollars will cover any salary and benefit increases from contractual negotiations. Wright noted concerns were raised during last year’s budget process regarding the lack of faculty input in the process; faculty are most concerned about the process and end result of their departmental budgets. Wright reminded the committee of the slight modification that will need to be observed in this budgeting process that allows for more direct faculty input. Supalla noted Hansmann will meet with the faculty finance committee and the budget should be finalized much earlier for FY07, hence the committees and budgeting process should be completed prior to the faculty departure in May. ACTION: Information Only.

ITEM 2 (A) Drop for Non-Payment Policy – Hansmann distributed information regarding the new MnSCU Policy that would require colleges/universities to drop students for non-payment no later than ten days into the semester. Hansmann noted the concern with waiting until the tenth day is the inability to sell the seats that late into the semester. Hansmann announced a committee would be convened in December to review the policy implications and establish a drop date for non-payment. Supalla added another change in the coming years will be the need for a common start date for colleges/universities, adding the Chancellor is allowing time for the presidents to work out a common date on their own, but if not successful, MnSCU will likely mandate the common start date by 2008-09. ACTION: Wright will forward to Hansmann a list of faculty that will serve on the Drop for Non-Payment Task Force.

ITEM 3 (A) All-College Committee Structure – Supalla announced serious consideration is being made to revamp the all-college committee structure that better aligns with the MnSCU structure. The changes would not affect the contractual committees, but would require co-chairs on the all-college committees (an administrator and a faculty/staff member). Supalla requested any thoughts or suggestions be forwarded to him for consideration. Wright noted some colleges have also revamped the faculty shared governance council structure that includes the department chairs as part of the council. ACTION: Supalla will share more details on the proposed All-College Committee Structure at the next meeting.

ITEM 4 (A) Holiday Closing – Although shared on numerous occasions, Supalla reiterated the campus will be closed (with the exception of the Regional Sports Center) from December 24, 2005 through January 2, 2006 and arrangements will need to be made through the Hansmann’s office to access the buildings. ACTION: Hansmann will send via e-mail the information necessary to access the buildings during the winter break closing.

ITEM 5 (A) 2006-07 Academic Calendar – Supalla announced a proposed 2006-07 Academic Calendar will be shared at the next meeting, adding serious consideration is being made to moving the pre-semester staff development day(s) later in the year in order to allow all staff to participate in the activities. Marconett questioned if a “State of the College” would still be done, noting the information and presentation materials are very beneficial to returning and new faculty. Marconett stated she believed the “State of the College” presentation was exceptional this year. Israelson added the pre-start of the semester staff development day is probably the most popular of all staff development day activities. Supalla responded the “State of the College” would probably have to be postponed later until in the semester in order to allow everyone to participate. ACTION: A proposed 2006-07 Academic Calendar will be shared with Wright prior to the next meeting.

ITEM 6 (A) Title Changes – Supalla announced consideration is being made to change the titles of the members of the RCTC Cabinet to better align with their roles and responsibilities. Supalla noted he was confident there wasn’t a two-year college of our size in MnSCU
where the CFO has the responsibility over the budget and facilities that wasn’t titled “vice president.” Supalla added the titles of “director” for the other non-vice presidents have also caused some confusion with their level of responsibilities because there are numerous mid-level managers with titles of “director” on campus. Supalla stated a title change would not mean a reclassification or increase in salary, but is necessary to differentiate between a cabinet level and middle management level. Supalla is currently proposing making Hansmann a Vice President (similar to Cram and Bequette), and changing the remaining cabinet level position to “Chief,” i.e. Chief Information Officer, Chief Human Resources Officer, and Chief of Strategic Operations, noting the change would be consistent with what MnSCU uses when they identify generically identical campus positions. ACTION: Supalla will further discuss the title changes with the RCTC Leadership Cabinet before making a final decision.

ITEM 7 (A) Policies (1st Reading)

a) Children on Campus – Hansmann announced concerns have been raised regarding the number of children on campus. Marconett noted coaches often bring children on campus on Saturdays or Sundays, and questioned if approval must be obtained for every circumstance. Hansmann agreed to change the wording to “Employees are encouraged to obtain supervisor approval” and the language provides for occasional campus visits. ACTION: Faculty waived a second reading of the policy and supports the policy with the noted change.

a) Animals on Campus – Hansmann announced the number of pets on campus have increased on campus and when the owners are approached to remove them, the response has been “where does it say I can’t bring my animal on campus.” Because of the numerous concerns raised, the Administration has proposed a policy to enforce the removal of non-service and non-educational purpose animals on campus, with the exception of those animals permitted on campus for one-time exceptions. ACTION: Faculty waived a second reading of the policy and supports the policy as written.

ITEM 1 (F) Rochester Higher Education Development Committee – Wright expressed his initial concern that the committee would take for granted RCTC, and possibly eliminate the existing two-year college in order to move their own agenda forward. Supalla responded he has been at all of the meetings and recently made a presentation to the Committee in August. All indications are that there is no intent to eliminate RCTC. In addition, Supalla stated the committee will likely consider how to “tweak” UCR and possible add components that may be missing, i.e. research, increased upper division and graduate offerings, that may or may not be done at UCR. Supalla added if Mayo and the University of Minnesota do very specific baccalaureate programs and RCTC’s courses don’t meet the needs of their programs, some people might infer the U of M might bring in their own lower division programs, but added he hoped discussions would be held with RCTC first to allow an opportunity to offer special course for the cohort students. Hansmann added her interpretation of the committee’s response after the presentations in August were rave reviews for RCTC, with no intent of eliminating RCTC from the lower division opportunities. Wright reiterated the necessity to continue to tell the “RCTC story.” Cram agreed, noting the Marketing Department’s outstanding job the last few months in promoting the 90th Anniversary Celebration has been perfect timing to promote RCTC in the community. ACTION: Information only.

ITEM 8 (A) Expense Statement Reimbursement – Hansmann announced the Internal Revenue Service has made a ruling that effective July 1, 2005, employee business expenses must be submitted for reimbursement within 60 days after the expense is incurred or the trip ends or it becomes taxable for federal, state, FICA and Medicare and withholding taxes. Based on this new ruling, Hansmann encouraged all employees to complete monthly expense reimbursements and announced the Business Office is date stamping expense forms to monitor when they are received in the office. ACTION: Information only.

ITEM 9 (A) Center for Excellence – Supalla announced the legislature has appropriated $10 million over the next two years for the creation/funding of three to eight “Centers of Excellence” within MnSCU. Supalla noted, although it appears MnSCU already has centers of excellence, their intent is to create three to eight new centers, and meetings are being held to review RFPs being submitted for the new centers in the areas of bio-science, health care, manufacturing, and education. The legislators require the centers be a collaborative effort between one state university and at least one two-year college. Supalla added RCTC and WSU are submitting a joint proposal in the health science area. ACTION: Information only.

Adjourned at 2:55 p.m.

NEXT MEETING: September 27, 2005 – 2:00pm – AT109