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A Look Back...
Thirty-five years ago this week, Dr. Emil Heintz (founder of Rochester Vocational Technical Institute) received the "Outstanding Committee Chairman Award" from the Rochester Area Chamber of Commerce. Heintz chaired the Education Committee and at the time was serving as the Director of Evening College for Rochester Junior College.

Best Bees for November
Congratulations to Earlene Hackenmiller for being named RCTC's Best Bee of the month for November 2005!!!
Here is what some of the nominators had to say: All the work she does with STAR, ASAP is phenomenal! She is so accommodating to students and staff! I have always had a great working relationship with her. The work that she does with CARE is definitely going above and beyond the call of duty for her job! She is always looking for ways to improve processes that will benefit students and staff alike. She has a gift of making all who encounter her feel accepted and comfortable. Earlene involves herself in many adhoc and SAD committees. She loves to "roll up her sleeves" and get things done the right way as soon as possible. Earlene has many responsibilities on campus and can surely keep her day full and busy without trekking out to give the ASAP on local high school campuses, yet she willingly does so for the benefit of the students and our new collaborative initiatives.

Congratulations to 90th Planning Group Michelle Messenger, Jenee McGurren and Dave Weber for being named RCTC's Best Bee Team Recognition of the month for November 2005!!! Here is what some of the nominators had to say: Hundreds of hours were spent planning and performing duties for the web site, dinner, gala music/fireworks event, and everything else surrounding the RCTC 90th anniversary celebration. These three individuals went above and beyond the College's expectations with the hours dedicated and the work accomplished during the 90th anniversary celebration activities. These individuals were totally uninterested with receiving any credit. They were solely focused on getting the job done. They juggled so many events at one time and did an excellent job.

The 2006-2007 Academic Calendar has been finalized for Rochester Community and Technical College. To review the complete calendar, please go to the Intranet Site at: http://www.rctc.edu/intra/ and click on Academic Calendar or see attachment.
Crossings Classifieds

For Sale: Anyone interested in seeing a Vikings home game from 4 seats that are between the 30 and 40 yard line, 11 rows up, in the lower section, behind the Vikings bench contact Tom Soltau 280-3130 or 507 324-5607.

Marketing Fact
Of all Olmsted County public high school students who graduated in the Spring of 2004, 23% were enrolled at RCTC the following Fall (2004): 21% of Century High School graduates, 29% of John Marshall High School graduates, and 20% of Mayo High School graduates enrolled at RCTC during the Fall term immediately after their graduation.

- Halloween Sale -
ONE DAY ONLY...
HURRY IN FOR SOME SPOOKY SAVINGS!
The RCTC Bookstore will have a one-day only Halloween sale on Monday October 31st. Receive $10.00 off all sweatshirt and jacket purchases!

Academic Accolades
Dr. Pam Whitfield (English) presented a session at the MNSCU CTL literature and composition discipline workshop held at Inver Hills CC on October 28 and 29. Her topic was "Literature and the Dialogue of Difference: Teaching Women's Prison Narratives in the Composition Course."

Eric Mein (sabbatical replacement--English) presented a session at the 30th Annual Colloquium on Literature and Film: Imaginary Places in Literature and Film, held at West Virginia University. His paper was entitled "A Princess of Where? Burrough's Imaginary Lack of Place."

Ask them about their topics! Good hall conversations will be sure to follow!

Employee News
It is with deep sorrow that we announce the passing away of John C. Kiral (Retired Maintenance Worker) on Monday, October 24. Mr. Kiral was 86 years old. John worked at RCC from 1971-1981. Our thoughts are with John's family.

College Committees
The RCTC All-College Committees are recruiting members for the 2005-06 academic year. Memberships are determined annually and include faculty, staff, and student representatives.

1) Non-faculty members interested in serving on one or more of these committees should contact Judy Kingsbury.

2) Faculty members interested in serving on one or more of these committees should submit their names through Gregg Wright.

If you served on a committee last year, and wish to continue to serve on the same (or another) committee, you need to re-sign-up to serve for the 2005-06 year.

Please note: Several committees disband since last year's list, and new committees have been formed for the current year. Please visit the RCTC Intranet Website at: http://www.rctc.edu/intra/all-college_committees.html for more information on each of the committees.
Supalla’s Scribblings

Last week, the U.S. Department of Labor awarded $125 million to 70 community colleges competing for the President’s Community-Based Job Training Grants. “The President’s Community-Based Job Training Initiative helps workers get the training they need to access good paying jobs in high growth industries,” said Secretary of Labor Elaine L. Chao. The grants will support workforce training for high growth industries through the nation’s community and technical colleges. Projects receiving funding cover such industries as healthcare, construction, advanced manufacturing and energy. RCTC was one of several two-year college partners that submitted an application under the leadership of staff from Riverland Community College. The Riverland application was the only Minnesota proposal funded. The Riverland healthcare proposal was awarded $2,219,453. Nirmala Kotagal is RCTC’s liaison for the joint proposal and will continue to shepherd our interests as the project develops. This award comes on the heels of the $3.2 million Center of Excellence project approved by the MnSCU Board of Trustees just 24-hours earlier. Congratulations to all involved in both these exciting initiatives. It was a very good week, indeed, for healthcare programming!

K-12 News from Sources in Minnesota and Around the Country

- Very few American students are required to attend school more than 180 days during an academic year. Minnesota has no firm requirement, but schools cannot offer fewer days than it did in 1996 (175 days for Rochester Public Schools). By contrast, Canadian students attend school 180-200 days each year. Korean students attend a minimum of 200 days. In Japan, summer vacation is a four-week break, while in Germany students get a six-week summer break. Do the simple math…over the course of 12 years of school, many foreign students are spending an equivalent of an additional year in school while their American counterparts are sitting at home on summer vacation. -- Rochester Post-Bulletin, September 6, 2005

- A new national survey of adults by the Alliance for Excellent Education finds that respondents want the focus on educational reform to be shifted from elementary schools to the secondary level. Eighty-three percent of respondents believe that there is an “extremely urgent” or “very urgent” need to improve the nation’s high schools. When told that the national graduation rate is only about 70 percent, dropping to 50 percent or lower in some urban areas, 87 percent were “extremely” or “very concerned” about the issue because of its ramifications for America’s future.

- Community colleges are teaming up with secondary schools to form innovative programs that aim to improve the rate of college enrollment, and reduce the need for remediation among under-performing high school graduates. The Community College of Denver now partners with three high schools to give underserved populations increased postsecondary opportunities, according to a presentation at the National Dissemination Center for Career and Technical Education at Ohio State University. As part of this movement, RCTC and ISD535 have formed “CARE – Collaborations Among Rochester Educators” to find new ways to strengthen relationships, better prepare students for college-level work and inform prospective students about opportunities available at two-year colleges.

- Nearly 19,000 Minnesota high school students took at least one Advanced Placement test in 2004-05, an increase of 8.4 percent over the previous year. The number of tests taken that met the minimum score typically accepted by colleges and universities for college credit also jumped 8.8 percent. Advanced Placement courses are now offered in 242 Minnesota high schools. This past summer, the Legislature passed a proposal by Governor Pawlenty to expand access to program like Advanced Placement to more high school students.

“Amercia’s system of higher education is the best in the world” reported The Economist in the September 19 edition, pointing out that U.S. higher education employs 70 percent of the world’s Nobel Prize winners and produces approximately 30 percent of the world’s science and engineering articles. The Economist went on to say that “…a larger proportion of the population goes on to higher education in America than almost anywhere else, with about a third of college-aged people getting first degrees and about a third of those continuing to get advanced degrees.” According to The Economist, the most important factor in our success is the way we are organized. The federal government plays a limited role: There is no ministry of education or “central plan” for higher education; academics are not civil servants; and funding sources are diversified with a robust tradition of private giving that augments public financing.

Immigrants and refugees who relocate to Minnesota now have a new online resource for information and services. Called “New to America,” the online resource center is part of the ISEEK web-based education and career gateway that developed out of a partnership between MnSCU, the University of Minnesota and the State. The “New to America” addition to the ISEEK.org site features information on education, jobs, business development, cultural services, language resources and legal services. Check it out at http://www.iseek.org/sv/42200.jsp.

Officials at an increasing number of colleges say security is the most important information-technology issue facing their institutions, but many colleges lack plans for recovering from security breaches and other problems, an annual survey has found. In the survey conducted by the Campus Computing Project, 30 percent of respondents identified network and data security as the “single most important IT issue”
affecting their institutions over the next two to three years. The Number 2 concern among all colleges in the survey was integrating
information technology into instruction. In third place, was upgrading or replacing the college’s campus wide computer system.

**Thought for the Week…**

"*When communicating your tuition strategy, it’s important to discuss not only price, but also value – the value received for every tuition dollar paid.*"  
—James Wilson, Vice President of Business and Finance, Muskingum College  
(RCTC begins required consultation with our students on 2006-07 tuition and fees next week)

Chancellor McCormick has appointed me chair of the presidential search committee for Central Lakes College. The first meeting of the
search committee was held this past week and I expect to make several additional trips to Brainerd yet this year and in early 2006. During
my absences, Judy Kingsbury will be happy to direct you to another administrator who can handle essential tasks or emergency situations. 
Thanks for your patience.

*Don*

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**Student Support Services Program - BASKET CHALLENGE**

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. SSSP has a supply of baskets if you would like to stop down and pick one out for your department to fill. See you on December 1 for holiday cheer, good food, conversation and the silent auction.

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**Education Technology Department**

The Department of Educational Technology would like to extend our thanks for the terrific turn out and success of our open house on Wednesday October 19. We had over 70 visitors on this day which was designed to showcase some of the latest and greatest technology to enhance teaching and learning at RCTC. It’s great to have so much support and interest in our department!

Sincerely…Missy Hagen, Steve Higgins and Scott Sahs
ITEM 4 (F) Upgrade of Classrooms – Bequette announced the Academic Affairs and Standards Council was re-evaluating the tally max for all courses to ensure the tally max was connected to learning efficiencies and not room size. Once all courses are reviewed, the class size/tally max will be confirmed and adhere to policies to ensure classrooms meet needs. Bequette indicated a task force has been identified and will begin work in the next couple of weeks. The first step will be walking through each classroom and making recommendations for possible changes in room configurations. Hansmann suggested the committee also review the equipment inventory to ensure it is accurate on the room scheduler software program. Wright questioned that when the MSCF contract is ratified, whether the class size language will have an affect on this process. Bequette responded any language changes on class size will probably be handled by the Academic Affairs and Standards Council. ACTION: The Class Size/Tally Max Task Force will confirm equipment inventory during the walkthrough.

ITEM 6 (A) Update on Room Evaluation/Tally-Max – Hansmann announced the upgrading of the “five worst classrooms” was completed over the summer, with the exception of HB113 (which needed more work than originally anticipated.) When the rooms are determined for the upcoming year, Wright requested that the faculty also provide the recommendations for the rooms. Hansmann agreed, adding any minor improvements (i.e. pencil sharpener) be brought to her attention ASAP and not wait for the committee to make a recommendation. ACTION: The Five Worst Classroom Task Force will provide recommendations for the identified classrooms, including recommendations on equipment and type of furnishings.

ITEM 2 (F) Phones for Rooms That Can’t Get Cell Service – Wright announced the need for phone service in classrooms is a safety issue and efficiency concern, especially for evening classes and STAR sessions. Cram suggested a link to Security through the internet be considered. Wright added a bigger discussion of wireless connection be considered, noting some MnSCU campuses have a wireless campus contracted with vendors (i.e. MSU - Mankato). ACTION: Hansmann and Supalla will visit with Gilsrud to determine an immediate resolution for safety concerns in the classroom. Future discussions regarding wireless connection will be held at a later date.

ITEM 1 (F) and ITEM 1 (A) Faculty Evaluation Policy/Procedures – Hill announced the faculty evaluation procedures are to be reviewed automatically at the conclusion of every third year, which would require a review in the next few months for implemented changes by Spring Semester 2005. Wright and Bequette agreed to set-up a process that would include faculty representatives and deans to review the current process. Special attention will be given to include faculty in the career and technical education fields, as well as faculty with on-line backgrounds. Bequette requested a review of the procedures as it relates to part-time faculty completing annual professional development plans also be taken under consideration. Bequette suggested it be more clearly defined. ACTION: Wright will e-mail Marconett, requesting she have a conversation with Bequette on the part-time faculty professional development plans. Wright will provide to Bequette a list of faculty to serve on a Faculty Evaluation Task Force.

ITEM 5 (F) Desire 2 Learn – Gust listed the faults, inadequacies and poor communications with the D2L, adding some faculty have lost students due to the problems. Gust stated she had a conversation with Dick Johnson at MnSCU, and he provided some explanations, but her major concern was the decision at the state level to pull information from the sites in order to fix the problems, but not informing the faculty that information would be removed. Gust suggested decisions of that nature should be shared with the faculty at least 24 hours before implementation to allow faculty to notify students of what will transpire. Supalla responded he serves on the MnSCU Leadership Council’s Technology Committee, and has been assured MnSCU personnel are doing what they can to resolve the problems. Bequette added Scott Sahs has been in constant contact with MnSCU Staff and has been encouraged to communicate as frequently as necessary with faculty on the status of D2L. Gust added a second major concern is the inability to have remote access after midnight, which is often the time
students are working on their assignments. Although many concerns need to be addressed at the state level, Gust requested Administration’s assistance by allowing remote access after midnight for students and faculty. Gust also requested that information received from the State be forwarded as they come in and without editing. **ACTION:** Supalla will visit with Gilsrud to determine the possibility of allowing remote access after midnight. Bequette will have Saho forward State D2L updates as they come in without edits in addition to Scott’s summaries.

**ITEM 5 (A) 2006-07 Academic Calendar** – Supalla requested feedback on the proposed 2006-07 Academic Calendar, noting the major change involves the postponing of the first Staff Development Day until after the semester begins. In order to be less disruptive, Israelson suggested, and Supalla agreed, the December 5th staff development day be moved to November 7th, avoiding the hectic schedules at the end of a semester. Wright indicated some faculty comments included the desire of hearing the “state of the college” address prior to the start of school, but that it wasn’t an overwhelming amount of individuals. Supalla suggested a less formal State of the College address could be held prior to the start of the semester for those interested in attending. Bequette also noted it was agreed to re-visit the return of a spring Student Success Day. Everyone agreed to move the February 6th Staff Development Day to February 20th, and to tentatively add a February 8th Student Success Day, with the understanding it would be further discussed once the feedback is received on the Fall 2005 Student Success Day. **ACTION:** Changes will be made to a second draft and shared with Wright. The calendar will be brought back to the next meeting for finalization. If the Spring Semester Student Success Day is added to the calendar, it will revert the number of self-assigned days and administrative duty days back to previous calendars (total self-assigned days will be eight and administrative duty days will be seven).

**ITEM 8 (A) Two on Tuesdays** – Bequette shared a proposal by the academic program leaders to move the Two on Tuesdays to (a) another day; (b) 3:00pm; or (c) eliminate all together. Wright stated he believed the current committee system is efficient; adding the need for committees and a common time to meet makes him reluctant to eliminate a schedule that currently encourages participation. **ACTION:** Two on Tuesday meeting schedules will remain status quo.

**ITEM 9 (A) Class Hours** – Bequette questioned if modification were ever made to class hours (specifically evening courses that meet less often) to make up for the lost minutes generated by holidays or duty days (i.e. adding 15 minutes to each of the sessions to end up with the same amount of instructional minutes.) Gust responded she had never heard of it, but suggested faculty may have factored in breaks when preparing their schedules and others do not, thus resulting in different published times. Bequette responded there didn’t appear to be any patterned. Supalla stated he had not heard of such an alteration, suggesting faculty use flexibility to ensure proper instructional minutes are met for not only holidays, but also in cases of inclement weather. **ACTION:** Bequette will further investigate why some classes have incorporated additional instructional time in the schedule.

**ITEM 3 (F) Field Trip Monies** – Wright questioned the change in process for submitting and approving field trip funds. Hansmann confirmed the process was modified, noting all requests previously were submitted and monitored by Mollberg, but now are requested through the computerized budgeting process. Wright responded he wasn’t sure the faculty were aware of the process changes. Hill added, because the information wasn’t listed separately on the budgets and the budgets weren’t approved until late in the summer, some field trips were cancelled or not scheduled. Hansmann agreed there was a delay in the completion of the budget due to the legislative delay in finalizing the State budget, and there may have been a lack of communication with regard to the student life funding portion for field trips. Bequette agreed the responsibility to notify the faculty was with the deans of the area. Supalla noted it appeared the problems weren’t with the process, but rather lack of communication. Hansmann reminded everyone that all cost centers (including those with field trips) are available for viewing in the integrated budget system. **ACTION:** Hansmann will request the Finance Subcommittee review and improve the current process for submitting budgets, especially those that include field trips.

**ITEM 6 (F) Generic Log-Ins** – Hill expressed concerns by several faculty of the elimination of the generic log-in option in classrooms. The concerns range from the server being down, to the hesitation of faculty to sign-in to the system and allowing access to drives/files by anyone if the faculty member fails to properly log-out. Supalla and Hansmann acknowledged the system did go down once in the past year, but did not believe it was cause for concern. Hansmann added the generic log-in and workstation only log-in was removed because of MnSCU security concerns. Hansmann added the security issue also relates to the need to monitor who is on the system and a generic log-in or workstation only log-in does not allow for an accurate report of system utilization. **ACTION:** Supalla and Hill will follow-up with Gilsrud.
ITEM 4 (A) All-College Committee Structure – Supalla announced the proposed All-College Committee Structure would only reflect those committees that are ongoing (short-term committees would be classified as task forces and not be reflected on the structure). Wright shared his appreciation of keeping the process open for discussion and to refine to the structure if needed, adding his willingness to try a new structure. Wright indicated he had no major concerns with the structure and supports the co-chair concept, as long as the faculty opinions are heard and the faculty rights, as listed in the contract, are observed. Supalla responded the exchange of view committee/council would not be altered and remains the avenue for faculty opinions to be shared. Gust shared her concerns with the separation of Distance Education and Technology, noting some technology issues are with faculty who do not teach distance education. ACTION: Bequette and Gilsrud will further consider modifications to the Distance Education and Technology Committees to ensure all technology issues are being addressed.

ITEM 7 (A) Maintenance Staffing Update – Supalla announced Berg has submitted his letter of resignation/retirement after 34 years of service, and that consideration is being made to re-writing the position description to be less hands-on with more emphasis on supervision, managing, and planning. ACTION: Information Only.

ITEM 10 (A) Smoking Policy (1st Reading) – Hansmann announced UCR does not currently have a Smoking Policy, but falls under the Minnesota Clean Air (MCA) Act. Because the MCA Act doesn’t address the distance away from entrances, Hansmann distributed a copy of a proposed Smoking Policy which more specifically addresses the issue. ACTION: Faculty support the implementation of a Smoking Policy, and Hansmann will bring the policy back for another reading.

ITEM 11 (A) Tuition Recommendation – Hansmann announced the College must submit the FY07 tuition recommendations to the Office of the Chancellor by November 23 in order for action by the MnSCU Board of Trustees in January. Hansmann announced information and instructions for sharing feedback regarding both the standard tuition and differential tuition rates will be distributed to the faculty through e-mail. Supalla requested the faculty pay special attention to the differential tuition rates as RCTC differentiates more course tuition than most other MnSCU two-year colleges. ACTION: Faculty will review the tuition rates (standards and differential) and share feedback with their appropriate dean.

ITEM 2 (A) RCTC Search/Vacancy-Filling Process – Supalla requested feedback on the Search/Vacancy Filling Process. ACTION: Faculty had no questions/concerns with the Search/Vacancy Filling Process.

ITEM 3 (A) RCTC Candidate Expense Reimbursement Process – Supalla requested feedback on the Candidate Expense Reimbursement Process. ACTION: Faculty had no questions/concerns with the Candidate Expense Reimbursement Process.

Adjourned at 3:45 p.m.

NEXT MEETING: October 25, 2005 – 2:00pm – AT109