December 8, 2003
Volume 9, Issue 17
FALL SEMESTER EDITION

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http://www.roch.edu/rctc/about/html/weeklyschedule.htm

Attachments
❖ None

RTC Students Make a Difference!
The RCTC second-year Dental Hygiene Students have been busy “bees” this semester. In addition to classes, family, studying, and serving the public in our RCTC Dental Hygiene Clinic, the students have spent 140 hours serving our community and others in SE Minnesota. They have volunteered at the Good Samaritan Dental Clinic, Houston County Public Health Dental Clinic, Caledonia Family Fair, Park Towers, and many schools, day care centers, and nursing homes in this area.

Next semester the DH students will continue their volunteer efforts volunteering at Good Samaritan, Ronald McDonald, Fun Fest and Burr Oak School. They will also be working with refugee women’s groups and planning many other activities in SE Minnesota.

UCR Holiday Reception
Thursday, December 18, 2003 - 1:00 p.m. - 3:00 p.m.
Heintz Center - Commons Area
- Sponsored by the Administration -

The annual UCR Teddy Bear Drive continues to bring comfort and smiles to many children in our community. This year marks the 6th anniversary of UCR’s drive. Please consider making a teddy bear contribution by dropping off a bear at the RCTC’s Office of the President (SS209) or during the Holiday Reception (Heintz Center Commons Area). The bears will be collected through Friday, December 19th and donated to local law enforcement agencies.

Travel to Europe!
It’s not too late to sign up for the Spring Break 2004 tour of Europe!!! Visit four cities and earn three college credits. (The tour company has given us an extension on our sign-up deadline so take advantage of that today!)

Contact Gary Dreier at 284-7555, gary.dreier@roch.edu
Register for Speech 2210.01
Complete an application along with a check for $1,662 ($1,967 if you are over 25 yr old.)
Weekly Funny

"You said this was 'casual dress' day. Well, this is the only casual dress I own. All my other dresses are formal."

Weekly Stakeholder and Market Fact
The Knowledge and Awareness Study completed by the college shows the following trends for home computer and internet access.

More than nine-in-ten adults age 18-49 have a home computer and most of them (93%) have Internet access from home. Basing back to total, 85% of all adults in this age group have Internet access from home. This is similar to the 82% who had Internet access in 2002. Most of those with Internet access use a regular modem and telephone line (58%), while 35% have a cable modem and 7% have DSL. Use of a regular modem appears to be decreasing slightly, while use of cable modems is increasing.

Condolences
Condolences are extended to Vern Bushlack whose brother, Ray, passed away on Sunday, November 30th. Our thoughts are with you and your family.

You're Invited!
Please join me in celebrating my retirement from RCTC by accepting my gift to the RCTC staff and faculty, an evening of entertainment and delight in the form of a theatrical performance by: The Reduced Shakespeare Company’s. A complete Works of William Shakespeare Abridged. Presented by Jerry Casper, Nick Mezacapa and Greg Miller. The entertainment begins at Hill Theatre on Thursday, December 18 from 3:30 to 6:00pm. Spouses and significant others are encouraged to join you. Come, fill the theatre! Rather than a card or gift, please consider a dollar or two contribution for RCTC scholarships. Dave and I will match every dollar collected on the 18th...as long as it isn't more than my severance!

Judy Harris

Thank you
I would like to thank everyone for the support and well wishes since the announcement of my award.

The outpouring from you is further validation that my move to RCTC was absolutely the right decision.

- Eric Sime
Supalla’s Scribblings

The November state budget forecast that was released this week shows a deficit of $185 million for the end of the 2004-05 biennium. “If this budget forecast were a traffic signal,” said Finance Commissioner McElroy, “it would be a flashing yellow light.” There is no reason to slam on the brakes, but we do need to proceed with caution. With a biennial budget of over $28 billion, a $185 million variance is about half of one percent. The U.S. and Minnesota economies appear to be entering a growth period, but strong economic growth was forecast last February. State revenues have not reflected the strong economic growth observed nationally during the third quarter. So, RCTC doesn’t anticipate a mid-year rescission, or an influx of state appropriation.

The Minnesota Nursery & Landscape Association has selected RCTC’s Horticulture Technology Program as the recipient of a special $2,000 award for help in funding the RCTC SMART Garden Project. The SMART Garden Project is a multi-year outdoor landscaping plan to turn the area immediately west of the new horticulture/greenhouse facility into a community garden. Plans for the garden can be reviewed just inside the Horticulture Technology Department entrance. Congratulations, Vern, Robin and students!

Mark your calendar now to attend the Annual UCR Holiday Reception. The reception is scheduled for the Heintz Center Commons on Thursday, December 18, 1-3 p.m. I hope that you’re finding time during this hectic season, to take in the holiday concerts, sporting events, and community activities.

As opportunities for conversation with legislators, taxpayers, prospective students and others surface, I encourage you to share Harvey Mackay’s thoughts regarding higher education…Millions of college students are midway through a semester, many heading toward what they believe is the final days or years of their education. But actually, we’re all in school for our entire lives. We should never stop learning. Education is never an expense. It’s one of the best investments you can ever make. The ignorant are vulnerable to many things, most of all, the axe. And employers today are still swinging it. Our problems are definitely not with our education system. Despite all its faults, I see our education system in the United States as second to none. According to national statistics, we graduate 200,000 scientists every year. No other country graduates more than 15,000. More than 60 percent of U.S. high school graduates go to college, and America has 50 million college graduates. We need to make continuing education a new priority. There has never been a better time to get back into the classroom. Your job is only as safe as the ability of the next person waiting in line for it. Lifetime learning is the secret. If you think education is expensive, try ignorance.

The number of new foreign students studying in the United States has slowed significantly. In 2002-03, the number of foreign students studying in this country grew less than one percent, to 586,323, following a five-year average annual growth rate of five percent, according to a study by the Institute of International Education. The slight jump is largely due to significant increases in students from countries such as China, India, and South Korea, and masks a serious decline in the number of students from many Muslim countries. “All the signs are that things look to be going from bad to worse,” says Victor C. Johnson, associate executive director for public policy at the Association of International Educators. Still, the United States is the number one destination in the world, the place everyone talks about when they think of studying abroad. The countries with the largest number of students studying in the U.S., in numeric order are: India, China, South Korea, Japan, Taiwan, Canada, Mexico, Turkey, Indonesia, and Thailand.

The July/August edition of EDUCAUSE magazine featured an article by Donald Hanna on “Building a Vision for Higher Education,” that identified 11 strategic challenges. Higher education institutions will need to transform their structures, missions, processes, and programs in order to be both more flexible and more responsive to changing societal needs. Demand for higher education is dramatically outstripping the capabilities of nations to expand access
due to already existing shortages of space in traditional colleges and universities, a growing young population, and limitations on resources, both financial and human. Clearly, higher education institutions must change – and, indeed, are changing - to meet future needs. As they continue to do so, they will face a number of broad-based strategic challenges. Colleges and universities will need to address each of these challenges as they transform themselves to meet the demands of an increasingly complex and dynamic environment…#1-Removing Boundaries, #2-Establishing Interdisciplinary Programs, #3-Supporting Entrepreneurial Efforts and Technology, #4-Redesigning and Personalizing Student Support Services, #5-Emphasizing Connected and Lifelong Learning, #6-Investing in Technologically Competent Faculty, #7-Building Strategic Alliances with Others, #8-Incorporating Learning Technologies into Strategic Thinking, #9-Measuring Program Quality, #10-Achieving Institutional Advantage, and #11-Transforming Bureaucracy, Culture, and Assumptions.

**Thought for the Week…Recipe for success:**

*Study while others are sleeping; work while others are loafing; prepare while others are playing; and dream while others are wishing.*

- William A. Ward

*Study, work, prepare, and dream.  Don*

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**Fulbright Scholar Program**

Information on the Fulbright Scholar Program is now available for review. The materials will be located with Roxy Roadway in the Office of the Vice President for Academic Affairs located in SS212.

The materials available are:
- The fall issue of Fulbright Scholar Program News
- 2003-2004 Directory of Fulbright Visiting Scholars
- The 2002 Annual Report

Among other services, the directories identify and recognize both U.S. and Visiting Scholars so that a college may invite a Visiting Fulbrighter located elsewhere in the country to come to your campus to lecture or give a special presentation as part of the Fulbright Occasional Lecturer Program.

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**You’re Invited!**

**Annual Holiday Party and Silent Auction**

December 11th from 11:30 a.m. to 1:00 p.m.
Room SS160-168 - UCR Campus

Sponsored by Student Support Services, Upward Bound, Disability Services, Perkins, International Advisor and Minority Services

*Teresa Tolmie will play the piano and accept "tips for scholarships."

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Sonic Circuits Concert
The RCTC Music Department and Digital Arts Department is proud to present: Sonic Circuits. This concert of original music and video compositions will be fun-filled and spectacular! Join us in the Hill Theatre at 7:00pm on Monday, December 15th.

RCTC music students have created original music that is played back via the Surround-Sound Audio system and original video via a 25-foot video screen. Also featured in the concert will be the DigE-Jazz Group featuring Kevin Dobbe (electronic drums), Denny McGuire (Electric Bass and Digital processing); John Paulson (Saxophone and electronic woodwinds); and Eric Heukeshoven on synthesizers. Four new electronic jazz premiers will be presented.

Free Admission and Snacks!

You are invited to the Student Services Holiday Coffee Party 2003

Hosted by the Student Services Staff at UCR
Friday, December 19, 2003 from 9:30 to 11:00 am
in Student Services Area SS123 Entrance

Please join us when you can.

Also for fun and laughs, you may participate in a contest for the best ornament on the tree that has been named The Tree of Poor Taste!

Everyone has one of those ornaments that is strange or that you received from someone wondering “what the heck is this”. Bring it in and see who has the craziest one. You may bring it that day or if you wish to bring it in early, drop it off with Mary DeWitt in the SS 123 area and she will start the tree decorating.
There will be prizes! Hope you can join us!
ITEM 9 (A) Sabbaticals – Supalla announced the sabbatical application deadline is December 16, 2003. ACTION: Information Only.

ITEM 1 (F) Disruptive Student Policy – Shafer announced the faculty were working on a recommended policy (or addendum to the current Student Conduct Policy) that outlines procedures for dealing with disruptive and/or abusive students in the classroom. The policy concept is still being reviewed, but Shafer hopes it would address the steps faculty should take to ensure a safe educational environment for both the faculty member and students, and may require students to meet with an administrator and/or counselor before returning to the classroom. Supalla commended the faculty for their initiative in developing such a process. Mercer encouraged the faculty to review the current Student Code of Conduct policy to ensure consistency. ACTION: Shafer will share a draft policy with Mercer before sharing at FSGC and Student Senate.

ITEM 1 (A) Sharing Student Data Via E-mail – Supalla announced a conversation was held with the Attorney General’s Office regarding the sharing of student data (grades) via e-mail and there is no statute or policy language that prohibits the sharing of grades via e-mail. Gilsrud added the e-mail network is secure on campus, but cautioned faculty that e-mail viewed from an off-campus site will loose the security guarantee. Although the sharing of grades is not illegal, Gilsrud recommended avoiding the sharing of information from off-campus sites if possible and cautioned faculty that any information shared through e-mail could become public information. ACTION: Information Only.

ITEM 2 (F) Night Security – Shafer shared faculty concerns with regard to safety, specifically in the dental clinic area and library. Shafer suggested the security issue be thoroughly studied to ensure a safe environment for everyone on campus. Hansmann responded a radio has been made available at the Heintz Center for faculty to contact Security if they feel threatened. Harris relayed a recent situation where a faculty member called security because of a threatening and disruptive student, but once Security and the Rochester Police Department arrived, the faculty refused to press charges. Harris requested faculty feeling threatened follow through with the necessary citation charges to ensure appropriate discipline is handled. Harris also announced the specific situation that occurred at the Heintz Center has been shared with the Security Officer, and the Security Department is now instructed to visit the area during the class break and at the conclusion of the class. ACTION: Shafer will bring the issue back to Faculty Senate to follow-up on any remaining safety concerns.

ITEM 3 (F) Disruption in Atrium and Hallways – Hill announced recent scheduled Student Life activities held in the Atrium have caused disruption in the classrooms of Science Technology and Singley Hall buildings. Supalla responded the student conduct has improved over the past year, but some issues do still exist. ACTION: Supalla will investigate the possibility of changing the time of student life activities in the Atrium, and/or holding the activities in another location.

ITEM 2 (A) Search Committee Updates – Arntson announced the Interim Vice President of Academic Affairs Search Committee interviewed three semi-finalists and a recommendation has been submitted to the President. Arntson also announced the national searches for the two Vice Presidents, Director of Nursing, and Dean of Distance Education positions will begin in the next couple of weeks. Harris added the faculty staffing requests have been sent to the program leaders/division coordinators and responses will be shared with Shafer and Wright before the Winter Break. ACTION: Information Only.

ITEM 3 (A) Consolidation of Staff Development/Travel Forms – Arntson announced her office will be working with the Business Office to consolidate the faculty staff development and travel forms. Hansmann reminded Wright that some forms (i.e. SEMA4 Employee Expense Form) are required by the state of Minnesota, hence will continue to require supervisor signatures for reimbursement of expenses. Wright suggested Arntson work with David Atwood in streamlining the process and forms for faculty development. Arntson also indicated the leave slip forms and process will be reviewed and a recommendation will be shared through Faculty Shared Governance Council.

ITEM 4 (A) Faculty Absences – Supalla requested clarification on the approval to post faculty names for absences. Shafer responded the faculty approved the use of names if appropriate information is not relayed through the faculty absence message, but does not support automatically posting names. Supalla shared concerns/problems that have occurred because students know faculty names and not section numbers. Supalla requested the process be streamlined by including names along with the class information. Shafer responded faculty prefer not to be identified as being absent for personal reasons, but Shafer will bring the request back to Faculty Senate for reconsideration. Hill also questioned the process for last minute absences. Harris and Arntson confirmed the faculty absence line is monitored throughout the day and the absence posting is continually updated. Arntson also requested the faculty assist in the completion of the absence forms immediately upon their return to ensure the appropriate paperwork is completed in a timely manner.

ACTION: Shafer will report back to Faculty Shared Governance Council the faculty position on the absence posting of names.
ITEM 4 (F) Football Bowl Expenditures – Shafer requested an itemization of the expenditures for the upcoming CHAMPS Heart of Texas Bowl. Mercer distributed a breakdown of the anticipated expenditures, noting final expenditures will cost approximately $16,500. Supalla added the expenses are paid out of Student Life funds, which are collected from student fees, with the exception of one administrator representing the College at the banquet (those expenses will come out of the President’s account.) Shafer requested a final breakdown after all expenses are paid. Shafer also expressed, on behalf of the MSCF Association, congratulations to the football players on their fine efforts and performance in overcoming earlier season losses. ACTION: Mercer will provide a final breakdown of expenses for the Bowl appearance.

ITEM 5 (A) Student Loan Follow-up – Guenette explained a proposal to have faculty donate free books (received from vendors) to the college and have the college sell the books and use the funds to assist students in financial need with purchasing textbooks for classes. Although not able to guarantee, Guenette shared her hopes that students using the program would also re-sell the books and return the funds to the account for future students. Guenette added the process would comply with the State of Minnesota Code of Ethics. Supalla announced his support of the loan concept, and Harris encouraged the funds to be placed in a generic account and not department specific accounts. ACTION: Guenette will follow-up on the student book loan concept with other campuses that currently operate similar programs.

ITEM 6 (A) PAC Meeting – Supalla distributed the final President’s Advisory Council information (meeting dates/times) for Spring Semester, 2004. ACTION: Wright and Shafer will forward to Supalla the names of the faculty representatives for the President’s Advisory Council.

ITEM 7 (A) Student Excused Absence Policy (Religious Holidays) – Shafer indicated his preference for the College to operate under the “free establishment clause,” and not honor and acknowledge any religious holidays. However, if the College chooses to pursue the acceptance of student excused absences for religious holidays, the faculty supports the requirement that students seek approval in writing within the first 15th days of the semester. The faculty also supports the statement that the approved holidays fall under the Tax Code for Exemptions. Wright added his desire to include a statement that says the college does not approve absences for travel time to a holiday celebration/ceremony. ACTION: Mercer will form a task force to further review and refine the policy/procedures.

ITEM 8 (A) Student Data Practices Policy (2nd Reading) – The faculty recommends approval of the modified Student Data Practices Policy. ACTION: The Student Data Practices Policy was approved with implementation scheduled for Spring Semester 2004.

ITEM 5 (F) Faculty Credentialing – Wright shared information from MnSCU regarding faculty credentialing and MnSCU’s intent to hold colleges accountable in hiring faculty with minimum qualifications. Harris shared her concerns and questioned how unlimited faculty in an unassigned field (or field in which the faculty member has no credentials) will be handled. Wright is serving on the task force and responded the issue has not yet been addressed. Wright announced the faculty union supports the charge, noting the first phase will include compiling a list of how many and why faculty are being hired without minimal qualifications. Supalla questioned if enforcement would begin immediately and Wright responded the Academic Affairs and Standards Council will be charged with reviewing the information and determining if a local policy needs to be implemented. ACTION: Information Only.

ITEM 10 (A) December Meeting – Wright proposed the December Faculty Shared Governance Council meeting be canceled and any pressing issues be handled through a meeting between Wright, Shafer and Supalla. Harris requested a meeting with Wright and Shafer to review the faculty hiring requests. ACTION: The December FSGC meeting is cancelled. Harris will meet with Wright and Shafer on December 15th to review the faculty hiring requests. Supalla, Wright and Shafer will meet as needed in December.

Adjourned at 3:05 p.m.

Next Meeting: January 27, 2004 – 2:00 p.m. – AT109