

Rochester Community and Technical College
Minnesota State College Faculty (MSCF) Faculty Shared Governance Council
SPECIAL CONDENSED MEETING
Minutes for Monday, May 11, 2009 – 2:00 p.m. – Presidents’ Room

Present: Administration Bequette, Supalla
Faculty Atwood, Guenette, Israelson, Martinez, O’Bryan, Wright (Chair)
Recorder: Kingsbury

ITEM 1 (A) Hazardous Waste Training for Faculty – Supalla announced there are several required faculty that have not completed the Hazardous Waste Training, and requested assistance from the Faculty Leadership to encourage them to complete. Supalla emphasized the training is not required of all faculty, but a select group (especially in the sciences). ACTION: Bequette and Engelmeyer will compile a list of faculty required to complete the Hazardous Waste Training and share with Wright so an e-mail can be generated at the beginning of Fall Semester.

ITEM 2 (A) Faculty Adjusting Academic Calendar/Personal Leave Days – Supalla announced there continues to be an issue with faculty making individual choices to cancel classes or adjust the academic calendar. Supalla requested assistance from the Faculty Leadership in communicating to faculty the proper steps to follow when a faculty member is not teaching on an assigned teaching day. ACTION: Wright agreed to provide whatever assistance necessary to communicate the processes with the faculty.

ITEM 3 (A) STARS Charter School Sponsorship – Supalla announced Administration met with representatives from the proposed Minnesota STARS Online Charter School and District 535 representatives, Superintendent Dallemand and Ann Clark, to share information on a new charter school proposal. During the presentation, Superintendent Dallemand expressed his support of RCTC sponsoring the charter school because it would serve a group of students not currently being served by the local schools. The targeted group includes high risk and home schooled students. Supalla added Missy Hagen would be designated to represent RCTC on their board. Wright questioned whether a sponsorship would require any faculty involvement for accountability purposes. Supalla responded current legislation does not require a lot of accountability, but there is legislation being considered that may change the sponsorship role in the future. Wright indicated the faculty may conduct a survey regarding the faculty’s position on supporting charter schools. O’Bryan added there may be confusion among the faculty on what it means for a student to be co-enrolled and what it means for RCTC to sponsor a charter school; adding a clarification would be important before a survey was actually launched. Supalla concurred, adding the two are not at all related. ACTION: Supalla will share a charter school definition with Wright. Should a survey be conducted by the Faculty Leadership, the results will be shared with Supalla.

ITEM 4 (A) Faculty Assistance in Graduate Rates Reporting – Supalla reported that RCTC’s dashboard for Related Employment of Graduates is below the acceptable standard for 2007; hence we are required to submit an explanation to MnSCU on the measures the College will take to increase the rating. Although one rationale for the low rating involves the absence of a Director of Institutional Research during the reporting period, a separate report reflects a college may use three resources to obtain the information: 1) directly from the student; 2) from faculty in the program; or 3) other (which may include employer or a member of the family), and RCTC was at approximately 17% of the responses under the “other” category, considerably higher than any other institution. Supalla announced the College will continue to first obtain as much information as possible directly from the students, but if that is unsuccessful, the Director of Institutional Research will be utilizing the faculty more by requesting their assistance in determining a students’ placement in their field of study. Wright responded the process appeared to be similar to the graduate placement rate process at the former technical college; suggesting that postcards be distributed to students as they leave to request they self-report their employment. ACTION: Supalla will share with Weber the suggestion of having faculty distribute postcards to graduating students.

ITEM 1 (F) Morale Task Force – Wright stated a suggestion to form a Morale Task Force was shared by Administration last fall, and questioned the status of establishing the task force. Supalla responded Administration reviewed the list of faculty concerns, but didn’t recall a conversation about forming a task force. Wright stated the faculty are currently conducting surveys on the performance of Hansmann and Weber. Supalla stated he would be conducting annual performance reviewed for his direct reports in the next month, so the information from the faculty survey could not be incorporated into any formal reviews until the following year. ACTION: Information Only.

ITEM 2 (F) Candidates Applying for Release Time Positions – Wright requested a list of faculty that applied for assignments with release time associated. ACTION: Bequette will compile the list and share with Wright.

Adjourned at 2:35 p.m.

NEXT MEETING: August 25, 2009 – 2:00 p.m. – AT109