

**Rochester Community and Technical College**  
**Minnesota State College Faculty (MSCF) Faculty Shared Governance Council**  
**Minutes for Tuesday, September 22, 2009 – 2:00 p.m. – AT109**

**Present:** Administration Bequette, Cram, Hansmann, Supalla  
Faculty Atwood, Israelson, Marconett, O’Bryan, Wright (Chair)  
Recorder: Kingsbury  
Guests: Engelmeyer

**ITEM 1 (A) Staffing Update** – Engelmeyer reported there are currently six open positions at various stages of their search processes. In addition, there are a couple of more vacancies that are pending classification approvals at the Office of the Chancellor. Wright questioned if there were any pending positions that will depend on the budget. Engelmeyer responded that the vacancies were reviewed during the FY10 IPP Budget Review. Supalla added there will be some reorganization in the Facilities Department that will result in a flattening of the organizational structure. ACTION: Information Only.

**ITEM 1 (F) Faculty Communication and Construction at Heintz Center** – Wright announced the faculty had major concerns as it related to the mode of operation and lack of communication from the Facilities Department during the construction at the Heintz Center (i.e. computers were removed from classrooms without consultation with the faculty using the classrooms.) Wright stated, “Education should be first” and when this was communicated to the Facilities Department, faculty felt they were not being heard. Wright added he believed the issues may be resolved through the reorganization in the department. Supalla emphasized the importance of communication no matter who is coordinating facility needs. Hansmann questioned if campus-wide e-mails were sufficient means of communicating. Wright expressed his concern that employees may not be reading campus-wide e-mails because there are too many of them, and questioned if some adjuncts even access their college e-mail accounts, noting e-mail communication is another big issue of concern that should be addressed at some point. Engelmeyer suggested linking the adjunct faculty’s personal e-mails to the College e-mails. ACTION: E-mail protocol will be added to a future agenda for discussion.

**ITEM 2 (A) MnSCU Board’s Early Separation Incentive** – Supalla reported conversations are still being held with Office of the Chancellor Staff and other colleges to determine how other institutions are handling the Early Separation Incentive. Supalla added Administration is still committed to making a decision by mid-October on whether or not it will be included in the RCTC Business Plan, adding a lot of the discussions will depend on potential layoffs. ACTION: Information Only.

**ITEM 3 (A) House Capital Investment Committee Visit** – Supalla reported RCTC will be joining the City of Rochester at the Mayo Civic Center the middle of October to share projects with the members of the House Capital Investment Committee. ACTION: Information Only.

**ITEM 4 (A) Regional Flu Center Planning/Pandemic H1N1** – Supalla announced Olmsted County is seriously considering utilizing the Regional Sports Center for a Regional Flu Center should a pandemic outbreak occur. Hansmann reported that meetings are being coordinated with faculty participation to discuss the academic implications of a take-over of the facilities by the County. Supalla also announced more information will be shared as it becomes available. Wright suggested Administration be proactive and communicate with faculty on what is expected should the County take over the facilities during finals week. ACTION: Information Only.

**ITEM 5 (A) –Video Surveillance (Policy 6.4.3.1)** – Supalla announced General Counsel is still reviewing the policy. ACTION: Item will be placed on hold until further communication is received from General Counsel.

Adjourned at 2:35 p.m.

<b>NEXT MEETING:</b> October 27, 2009 – 2:00 p.m.
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