

Rochester Community and Technical College
Minnesota State College Faculty (MSCF) Faculty Shared Governance Council
Minutes for Tuesday, October 28, 2008 – 2:00 p.m. – AT109

Present: Administration Bequette, Hansmann, Supalla
Faculty Atwood, Guenette, Israelson, Marconett, Wright (Chair)
Recorder: Kingsbury
Guests: Engelmeyer

ITEM 2 (A) Search Update – Engelmeyer distributed a spreadsheet reflecting the status of the current searches and reminded everyone to participate in the open forums for the candidates interviewing for the Chief Information Officer and Dean positions. Supalla added no formal position has been declared to implement a hiring freeze, but all staffing requests are being carefully reviewed by Leadership Council. **ACTION: Information Only.**

ITEM 4 (A) 2009-2010 Academic Calendar – Wright stated, after reviewing the number of students affected by an earlier spring break, the faculty do not support changing the 2009-2010 academic calendar. Supalla agreed that the number of students co-enrolled with WSU Rochester did not warrant a change in the calendar. Wright requested conversations begin on the 2010-2011 calendar proposal. **ACTION: The 2009-2010 calendar will not change, and a draft of the 2010-2011 calendar will be forthcoming.**

ITEM 1 (F) Faculty Performance Appraisal – Wright announced the faculty support the recommended policy changes reflected on the 9/1/2008 draft. Bequette confirmed Administration is willing to accept the 9/1/2008 draft version with the understanding further discussions can still be held with the task force for other possible changes in the future. Wright responded that the faculty would consider additions, however, are not obligated to accept them. In addition, Wright confirmed changes may include altering parts of the September draft. **ACTION: The 9/1/2008 Faculty Performance Appraisal draft was supported, and Wright will request T Hill reconvene the task force for further discussions.**

ITEM 1 (A) AQIP Site Visit – Supalla distributed a copy of the Baldrige Banterings and encouraged all faculty to participate in the faculty open forum with the AQIP Site Team. **ACTION: Information Only.**

ITEM 3 (A) Layoffs – Supalla announced a single faculty layoff is being considered for the 2009-2010 academic year, and conversations have been held with the faculty member. **ACTION: Information Only**

ITEM 5 (A) WENS – Hansmann reported Cram has been participating in a state-wide committee for an emergency notification system, but was recently informed the system does not support landline phones. Wright requested cell phone repeaters still be investigated for the campus. Hansmann responded two vendors have investigated the option of cell phone repeaters, but no progress has been made in implementation. **ACTION: Information Only.**

ITEM 6 (A) Tobacco Use Task Force – Hansmann announced many MnSCU institutions are implementing a tobacco-free campus environment and the Facilities, Safety, Grounds and Security Committee has established a task force to investigate the possibility of UCR/RCTC becoming tobacco-free. Hansmann requested faculty representation on the task force. Supalla added, in order to ensure both sides of the issue are heard, that both smokers and non-smokers should serve on the task force. **ACTION: Wright will forward names of faculty representatives to Hansmann.**

ITEM 5 (F) Concurrent Enrollment – Wright questioned whether administration has been holding discussion with high schools on concurrent enrollment. Bequette confirmed conversations have been held with high schools for over two years. Supalla clarified that the high schools continue to approach RCTC for the service, and if RCTC doesn't provide the programs, the high schools will fulfill their needs through another higher educational provider. Wright stated faculty oppose having high school faculty teach college level courses, but are willing to send RCTC faculty to the high schools or students can take classes online from RCTC faculty or enroll in PSEO. Supalla confirmed RCTC will follow the rules, but reality is many sister institutions are delivering concurrent enrollment; hence conversations will continue to be held. ACTION: Information Only.

ITEM 3 (F) Co-Location – Supalla provided an update on the status of the Workforce Co-location project, which has included numerous conversations with other potential partners (i.e. Boys and Girls Club, Head Start, Migrant Headstart.) The project will go to the Design Selection Board in the next few months with plans to secure construction funding in 2010. Wright questioned if the high school portion of the project was modeled after tech prep. Bequette clarified the high school aspect is similar to the STEP school at Anoka Technical College. Wright questioned who will be handling the curriculum for the programs. Bequette responded the courses are high school courses that will be taught by high school teachers. Wright stated RCTC faculty are not interested in teaching high school classes, but if the curriculum becomes post-secondary, then MSCF wants to make sure RCTC faculty are teaching the curriculum. ACTION: Information Only.

ITEM 7 (A) Faculty Top Ten Concerns – Supalla announced administration has reviewed the satisfaction survey information from both the student and employee surveys and determined the major areas of concern focus around the areas of accountability, communication, empowerment, respect, and service; resulting in an overarching umbrella of morale. Supalla expressed his appreciation for the list provided by faculty, and requested a separate discussion be held with faculty to clarify some of the specifics of the concerns expressed. ACTION: A separate meeting will be held between Administration and Faculty Leadership.

ITEM 4 (F) Budget Impact and Faculty Salaries – Wright questioned what considerations were being made by administration for a potential negative financial outlook. Supalla responded budget scenarios will be considered, but at this time there are too many "if" questions unanswered to be able to establish any final decisions. Supalla did announce, however, that a reduction of capital equipment and Repair and Replacement funding would be considered if needed. ACTION: 2009-2010 Budget will be placed on the November agenda.

Adjourned at 2:53 p.m.

NEXT MEETING: November 25, 2008 – 2:00 p.m. – AT109
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