Rochester Community and Technical College
Minnesota State College Faculty (MSCF) Faculty Shared Governance Council
Minutes for March 25, 2014 – 2:00 p.m. – SS209

Present: Atwood, Gross, Israelson (Chair), O’Kane, Schmall, Tweeten, Vrieze, Kingsbury (Recorder)

ITEM 1 (A) Staffing: Presidential Search Update – O’Kane announced Presidential Candidate Campus Visits are scheduled the week of March 31st, and encouraged everyone to participate in the forums and share feedback through the online surveys. Atwood stated a 1:00 p.m. timeslot for faculty may be problematic because of teaching schedules. After further discussion, it was agreed that the Faculty Forums would be held beginning at 2:30 p.m. instead in order to be more conducive to teaching schedules. ACTION: O’Kane will work with Engelmeyer to adjust the Faculty Forum times each day to 2:30 p.m. to better accommodate teaching schedules.

ITEM 2 (A) FY15 Budget Update – Schmall reported strategic request submissions are being received, and encouraged faculty to contact Kingsbury if they there are issues with submitting requests. ACTION: Strategic Request submissions due by Friday, March 28, 2014.

ITEM 3 (A) Legislative Update – O’Kane announced all local legislators are supportive of the RCTC Capital Bonding requests, and have all signed onto bills introduced in the Senate and House specific for funding the RCTC HEAPR and Plaza/Memorial Hall Projects. O’Kane added the House Ways and Means Committee took up a bill authored by Representative Pelowski that appropriates the Governor’s recommended $17 million for MnSCU in FY15, and adds an additional $14 million each year in FY16 and FY17. ACTION: Information Only.

ITEM 4 (A) Faculty Development and FIDG Grants Follow-Up – Gross confirmed that development funds may have been distributed in an inconsistent manner for such programs as Quality Matters, but assured the faculty the only intent was to maximize attendance and stretch dollars. Gross agreed there should be a consistent approach and sets of rules applied across the board for all attendees moving forward. Tweeten questioned whether funds were available, similar to FIDG Grants, for initiatives that were college-wide, and not discipline specific (i.e. FYEX). Gross agreed that work across disciplines should receive similar funding, and an orderly process should be established to request such funds. ACTION: Administration will discuss during the FY15 Budgeting Retreats a process and criteria for distributing funds for innovation in curriculum development outside disciplines.

ITEM 5 (A) Test Taking Security Follow-up – Israelson stated he was aware of two specific incidences where students had items in their possession in the Disability Services Area that could have been used to cheat, and questioned if controls could be put in place to ensure it doesn’t happen again (i.e. surveillance cameras by which the Proctor can monitor the test taking). Israelson also reported another incident included a student asking the Proctor for a definition of a word, which is also not appropriate. ACTION: Gross and Israelson will visit with the Disability Services Coordinator to determine best steps to follow in the future.

ITEM 6 (F) Scheduling Online Testing for Proctoring Center – Israelson questioned if it was possible for faculty to schedule times in the Proctoring Center for students to make-up an exam (i.e. an online scheduling system). Gross responded it has been considered, but the process is very complex and challenging. ACTION: Information Only.

ITEM 7 (F) Program Leaders/Division Coordinators – Israelson shared past practices used in submitting recommended faculty names for Program Leaders and Division Coordinators, and questioned what philosophy and criteria should be followed for the upcoming selection. Gross confirmed he would operate under the contract language, but added it was his desire to have minimum turnover and planned to consult with the current Program Leaders and Division Coordinators to provide clarity on the process. ACTION: Gross will consult with the current Program Leaders and Division Coordinators on the appropriate philosophy and process to follow in submitting recommendations to Administration.

Adjourned at 2:43 p.m.

NEXT MEETING:
April 22, 2014 – 2:00 p.m. – SS209