Rochester Community and Technical College  
Minnesota State College Faculty (MSCF) Faculty Shared Governance Council  
Minutes for October 23, 2012 – 2:00 p.m. – SS209

Present: Atwood, Gross, Israelson (Chair), Schmall, Supalla, Tweeten, Vrieze, Weber (Guest), Kingsbury (Recorder)

ITEM 1 (A) IPP/Budget Update – Israelson reported that a group of faculty convened last spring to compile a list of suggestions faculty believe should be considered to improve the IPP Budgeting Process. Israelson added faculty believe the process is a useful tool, and it wasn’t his expectation that each item listed on the handout be addressed at today’s meeting, however, a few items appear to stand out more than other. For instance, it was suggested that it be more customized because programs can’t be neatly packaged into a one size fits all approach. Also, concerns were expressed on the necessity to have program reviews annually, noting that being so frequent loses the ability for it to be meaningful and doesn’t provide time to initiate, implement, and reflect upon. Atwood added some faculty have expressed frustration that it gives the impression they are jumping through hoops to get it completed and then it becomes hollow. Weber responded that he appreciated the feedback, and noted many changes have already been implemented for the FY14 Budgeting Process, but agreed that those changes may not have yet been communicated campus-wide.  

ACTION: The improvements being implemented in the FY14 IPP Process will be shared campus-wide and if other issues aren’t yet addressed, a meeting will be scheduled with five to seven faculty members, Weber, Schmall and Gross to further discuss.

ITEM 2 (F) Marketing– Israelson shared a document that includes concerns and questions as it relates to marketing/advertising for the College. Weber responded some of the items expressed earlier in the year were already being addressed (i.e. funding for digital signage has been approved during the October Budget Review; 60 second videos promoting programs are rotating on Channel 20; enrollment growth of veterans has increased about 17%, along with concerted efforts to provide needed services and resources for those students), and he would be happy to have further conversations with faculty to address some of the other questions/suggestions. ACTION: Israelson will share the updates with the faculty and request faculty make direct contact with Weber if they have other questions or suggestions.

ITEM 3 (F) Assigning Classes – Israelson reported the concern has since been resolved, adding that faculty clearly understand that Management has the right to assign, but believes it is ideal to avoid the perception of favoritism or inequity by working together and allowing departments to work out issues themselves. ACTION: Information Only

ITEM 4 (A) Search Update – Supalla reported that one community member has removed himself from the Presidential Search Advisory Team due to scheduling conflicts, and encouraged the faculty to take advantage of the opportunity to meet with the Chancellor during his on-campus visit to share thoughts on what characteristics they believe are needed in the next president. Schmall announced the Safety Officer search failed and conversations are being held with sister MnSCU institutions to determine if the safety needs of the College can be addressed through another avenue. Supalla provided a list of faculty searches that are moving forward in areas such as BTEC, Nursing, Biology, Law Enforcement, Math, Philosophy and Reading. ACTION: Information Only.

ITEM 5 (A) Staff Development Day Agenda – Supalla announced the November 6th Staff Development Day schedule will begin at 8:30 a.m. with announcements, then WSU President Scott Olson introducing himself to the RCTC employees, an introduction of a diversity program, and a diversity panel. In addition two breakout sessions will be coordinated, followed by departmental meetings as needed. ACTION: Israelson will follow-up with Engelmeyer on breakout session ideas/topics.

ITEM 6 (A) Records Retention Update – Supalla reported a template has been developed and each Cabinet member is being asked to document their department retention schedules on a standard template and submit to the President’s Office by the end of October. ACTION: Drafts of the Records Retention Schedules for each department will be shared with Faculty at the next meeting.

ITEM 7 (A) Capital Budget Advisory Team – Supalla announced that the College plans to submit proposals for HEAPR and a classroom renovation design for Plaza/Memorial Hall as part of the 2014 MnSCU Capital Bonding requests. Supalla also announced that the system office was seeking names of individuals that might be interested in serving on the scoring team for the 2014 Capital Bonding requests. The team would be required to commit their time to reviewing submissions in December, along with a two day scoring session at Normandale Community College on January 3 and 4, 2013. ACTION: Israelson will share the information with faculty interested in serving on the advisory team.

Adjourned at 2:30 p.m.

NEXT MEETING: November 27, 2012 – 2:00 p.m. – SS209