Rochester Community and Technical College
Minnesota State College Faculty (MSCF) Faculty Shared Governance Council
Minutes for September 23, 2014 – 2:00 p.m. – SS209

Present: Atwood, Gross, Herzog, Israelson (Chair), Martinez, McClellon, Vrieze, Kingsbury (Recorder)

ITEM 1 (A) Enrollment Update – McClellon reported Fall Semester enrollment numbers reflect a 1.8 FYE decline for RCTC, compared to the system average of 4.2%. A spreadsheet reflecting RCTC’s enrollment numbers compared to sister institutions was distributed. ACTION: McClellon will share the enrollment numbers with Faculty Leadership the first week of each semester, and a follow-up spreadsheet several weeks into the semester.

ITEM 2 (F) Faculty Development Funds – Israelson reported that some faculty have been asked to participate in training sessions, only later to learn the registration fees need to be paid from the faculty staff development allocation. Israelson added faculty support using faculty development funds, but requested that Academic Affairs communicate up-front such expectations so faculty can make an informed decision on whether they wish to participate or not. ACTION: Gross will communicate with the Deans the need to share with faculty when the expectation is for faculty professional development funds to be used for paying for training expenditures coordinated by the Deans.

ITEM 3 (A) CCSSE Assessment – McClellon reported RCTC will participate in the CCSSE Assessment during Spring Semester. Gross added that identification numbers will be provided by the students to assist in analyzing data by demographics. Vrieze questioned if the classes selected to participate could be identified early enough to ensure ample time to accommodate the survey in the syllabi. McClellon believed such accommodations would be possible, and added that once the data is gathered, a strategic conversation will occur on the best way to utilize the information. Gross agreed to review whether CCSSE is the best source for obtaining survey information moving forward. ACTION: Gross will request from CCSSE the list of classes that will be selected for surveying.

ITEM 4 (A) November 1st Faculty Layoff Deadline – Gross reported the Deans were reviewing enrollment numbers and trends, as well as look at external factors such as competition, placement rates, and future needs, and he plans to share a recommendation to McClellon in the coming weeks. Israelson stated Faculty Leadership was willing to attend a special FSGC meeting in October to help move the process along. McClellon stated it was her desire to have enrollment and program closure conversation much earlier in the year, noting the benefit of having an institutional planning guide to help determine when discussions should occur. Israelson stated he heard Mayo Clinic had significantly reduced tuition reimbursements for employees, resulting in private higher education institutions being too expensive, which may result in a growing interest at RCTC to offer evening classes because RCTC is more affordable than the private colleges. Israelson also stated in conversations with the faculty, there is an interest by faculty to teach more evening classes. ACTION: Gross will share information on any potential November 1st Faculty Layoff with McClellon in the next few weeks, and a special meeting will be scheduled in October if there are layoff notices.

ITEM 5 (F) Request for Counselors – Israelson reported that the number of counselors has been reduced from five to two over the past 10 years, and the faculty believe it is important to have enough counselors on staff to meet the needs of the growing and diverse student population. Israelson added RCTC’s student population is about 60% female, yet RCTC has no female counselors permanently on staff. Israelson announced that the Faculty Senate unanimously recommends to Administration that a minimum of three UFT counselors be on staff to adequately serve the student population, preferably one being female, and requested if administration disagrees with the recommendation, that supporting data be provided at an upcoming meeting for the need not to hire a third counselor. Herzog responded he also believes there is support for having counselors on campus, and assured the faculty that staffing levels are being reviewed, especially with requirements to comply with the SAFE and Violence Against Women Acts. ACTION: Information Only.
ITEM 6 (A) Committee/SEMC Update and ITEM 9 Charting the Future Campus Team/Gallery Walk – McClellon shared the current SEMC structure, adding the suggestion about increasing evening class offerings is a good example of how SEMC would strategically consider issues like space utilization, which classes to offer, and how the evening classes should be marketed. McClellon also stated the Charting the Future Campus Team would be responsible for filtering information throughout the campus, and the names of those suggested to serve on the Team were forwarded through Academic Affairs Leadership. ACTION: Israelson will visit with the faculty recommended to serve on the Charting the Future Campus Team to determine their interest in serving. Israelson will also forward faculty names for representation on the SEMC Work Groups.

ITEM 7 (A) November Staff Development Day – Gross recommended the morning focus on campus-wide issues, and the afternoon sessions separate the faculty and staff to focus on specific areas of interest to each group. Gross added, for instance, the Program Leaders have requested time in the afternoon to focus on program review. ACTION: Information Only.

ITEM 8 (A) AQIP Strategy Forum – McClellon reported RCTC isn’t required to participate in the Strategy Forums this coming year, but plans to retire two AQIP Projects; replacing them with one that will focus on a diversity plan and the other on strategic planning. ACTION: Information Only.

ITEM 10 (A) President’s Update – McClellon announced legislators of the Minnesota House announced their desire to continue the tuition freeze at public higher education institutions until 2017, which reiterates the need to strengthen the relationships in the community by the Foundation to secure external funding to support the College and innovative projects for the faculty. McClellon also shared information about a developer interested in building a new student housing complex near the campus, and the need make sure RCTC is providing the graduates to meet the needs of the DMC growth being planned in the community. ACTION: Information Only.

ITEM 11 (F) Communication – Martinez expressed his understanding of the many demands on McClellon’s time since her arrival, but wanted her to know that faculty are commenting to him that they haven’t seen her around the campus, and they don’t believe they are getting adequate communication from the new President. McClellon confirmed that her columns in Crossings have been minimal because of several other demands for her time, but added when she arrived in June, the majority of the faculty were off campus, and then she was encouraged to let the faculty get the semester underway before holding “Chat with the President” session. McClellon reminded everyone of the importance of the President to make community connections the first four months on the job, noting she has been participating in numerous community functions and holding one-on-one meetings with key community leaders, including area superintendents. McClellon agreed the time she spends in the community and on campus is a balancing act, and has been pleased with the attendance at the first two Chat with the President sessions thus far (one for students and one for employees), adding she is committed to continuing the Chats and increasing her presence on campus, while also continuing to make important connections in the community. ACTION: Information Only.

Adjourned at 3:09 pm.

NEXT MEETING:
October 28, 2014 – 2:00 p.m. – SS209