Staff Development Day

CELEBRATING EXCELLENCE
TUESDAY, FEBRUARY 18, 2003
STAFF DEVELOPMENT DAY – HEINTZ CENTER COMMONS
See attachment to Crossings for more information.

TRA news
Purchase prior service before May 16. If you are vested (in most cases, have 3 years of TRA service credit), are an active member and have prior military service, out-of-state teaching service, Peace Corps or Volunteers in Service to America (VISTA) service, charter school teaching service, or post-secondary private or parochial school service, you may wish to consider purchasing all or a portion of this service credit. This service credit would then be used in the computation of any future benefits you receive from TRA. Under current statutes, all provisions for purchasing credit for prior service expire on May 16, 2003, except for U of M teaching service, which expires on July 1, 2003. Interested person are encouraged to visit TRA’s online Purchase of Prior Service Cost Estimator and Retirement Benefit Calculator on their website at http://www.tra.state.mn.us. These tools will help you determine if purchasing prior service would add greater value to your future pension benefits. TRA intends to recommend the extension of this provision during the 2003 Legislative session.

Note that TRA has opened a second satellite office located in Mankato. Address is Mankato Place, 12 Civic Center Plaza, Suite 1645, Mankato, MN 56001.

Valentine's Day Floral Sale
Thursday, February 13 8am until sold out
Heintz Center Horticulture -- Technology Center

Last year we sold out early but we are making more this year. There will be a bigger selection of mixed flower arrangements and bud vases. All with variable price points.
Weekly Funny

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"It's the latest innovation in office safety. When your computer crashes, an air bag is activated so you won't bang your head in frustration."

Office hours – President’s Day

GODDARD LIBRARY, LIBRARY TECHNOLOGY CENTER, AND DIGITAL MEDIA SERVICES CENTER
February 17, 2003

GODDARD LIBRARY AND LIBRARY TECHNOLOGY CENTER
9:00 AM-10:00 PM

DIGITAL MEDIA SERVICES CENTER
9:00 AM-10:00 PM

DUPLICATING OFFICE
February 17, 2003
10:00am - 6:30pm

Summer program information

Information and course proposal forms on two summer youth programs at RCTC are attached to this week’s College Crossings.

College For Kids Program: July 28-August 1 and August 4-8, 2003
Voyageurs Summer Camp 2003: Monday-Thursday, June 16-26, 2003

Recipients for Vacation Donation Program

Listed below are new individuals who have been approved as recipients for the State’s vacation donation program. State employees may donate a total of up to 12 hours of accrued vacation leave/personal leave each fiscal year to the sick leave account of one or more state employees (M.S. 43A.1815). An employee may additionally donate up to 12 hours of accrued vacation leave/personal leave in any fiscal year to an account established for employees who have unreimbursed medical costs of at least $10,000 (M.S. 43A.181). The following have been approved recipients on the vacation donation sick leave account program.

Margaret Jane Regan – Attorney General Office; Caroline Bergman – Human Services; Patrick Moriarty – Public Defense; Linda Hemquist – Revenue; Stephen LeBlanc – St. Paul Technical College; Joseph R. Swiontek – Public Safety; June Nichols; Lisa Taylor Lake – Department of Health

Cultural display

The RCTC Asian Student Organization will be presenting a cultural display on Friday, February 21st beginning at 6:30 p.m. The event will begin with a fashion show in the Hill Theater and will be followed by food, activities for children, music, and cultural displays in the North and South Rooms. Tickets are $5.00/Admission is free for RCTC students and for children under age 7.

Condolences

Condolences to Linda Malec whose father (William Stinson) passed away on February 3, 2003. Our thoughts are with you and your family.
Supalla’s Scribblings

The Legislature's clock to resolve Minnesota's short-term budget deficit expired, and Governor Pawlenty announced Friday (2/7/03) his plans for unallotment (unilaterally make agency funding reductions). He has reduced higher education funding by $50.3 million, including a $25 million reduction in MnSCU's appropriation. These reductions deal only with the current fiscal year and must be made between now and June 30, 2003. In the next week, Governor Pawlenty will present a biennial budget proposal to tackle a much bigger problem - the projected $4.5 billion biennial budget shortfall for 2004-2005.

The full magnitude of the 2004-05 budget resolution won't be known until the revenue projections are released in mid-February and the Legislature and Governor agree on a biennial budget.

You likely received a flier encouraging you to visit and subscribe to GrantMiner. GrantMiner, an excellent new source for up-to-date information about potential funding is available at no charge to MnSCU employees. You are encouraged to access this information and use it for both work and personal projects. GrantMiner includes RFPs and time-sensitive information from private, federal and state sources. The system updates information daily and also allows MnSCU to post system RFPs. You can access this free service by going to http://www.grantminer.com. At the left hand column of the home page, click on “subscribe.” Complete the subscription information. When you reach “Billing Information,” go to “Voucher ID,” and enter: smartmnsuc. Click on subscribe. You will receive notification of your subscription and your private password. Check it out!

Beginning in Summer or Fall of 2003, the Department of Educational Policy and Administration in the College of Education and Human Development at the University of Minnesota will offer an Ed.D. program for college and university administrators and faculty in southern Minnesota. The cohort program will allow students to pursue doctoral study in higher education while continuing to work full-time. Courses will be offered on the University Center Rochester campus and the WSU campus. The coursework will consist of 41 semester credits distributed among higher education and methodology courses, 12 credits in a program that supports an independent field-based research project, and 24 thesis credits. Students will take courses for ten consecutive academic terms. Summer courses will be offered each year in an intensive, two-week session. Fall and spring semester classes will meet on Friday and Saturday, approximately once a month. Please contact Dick Westerlund (280-2821) at the University of Minnesota Rochester for more information and application materials.

Artist Ryan Fryar gave an interesting gallery talk at the opening of his show in the Quiet Lounge last Monday. The exhibit, “This here there,” makes references to maps and charts in prints, drawings and paintings. Fryar’s maps and charts invite viewers to come up with their own interpretations for the events, things and places. The show continues until March 4.

Julie and Mike Goodman thank all those at the College who sent the beautiful flowers, cards and prayers in remembrance of daughter Julia who passed away very suddenly in Seattle. Her husband, four-year-old twin daughters and two-month-old baby daughter survive Julia.

The January 31 issue of THE CHRONICLE OF HIGHER EDUCATION ran the article “A New Take on What Today’s Students Want From College.” The information, based on the book, MILLENNIALS GO TO COLLEGE, is designed for college administrators who want to figure out how to market to, and design programs for, incoming students, who no longer fit the stereotypes of Generation X. The authors say today’s incoming students are:

- Close with their parents.
- Focused on grades and performance.
- Busy with extracurricular activities.
- Respectful of social conventions and institutions.
- Interested in mathematics and science, and less interested in the humanities.
- Eager to take part in community activities.
- Savvy in technology.
- Demanding of a secure, regulated environment.
The book suggests that professors assign more group projects and use technology more in the classroom, but it advises against proselytizing. “Many of today’s collegians will bristle at professors who condescend to them, or who lay claim to greater personal authenticity, or who can’t set aside old crusades that young collegians may regard as simply irrelevant,” write Neil Howe and William Strauss. Campus security is also a key concern for millennial students, many of whom became accustomed to metal detectors and a visible police presence in their high schools. Colleges now need to market to both prospective students and their parents, who play a greater role than ever in college choice. Parental involvement is causing headaches for some administrators because parents will not hesitate to call and complain when something on campus is not to their liking. Mr. Howe calls them “helicopter parents, always hovering.”

Thought for the Week…
"Children see what you’re all about by what you live rather than what you say.”
– Wayne Dyer

Search Update

FACULTY
The following anticipated full-time faculty positions have been posted within MnSCU and will be advertised nationally in the Chronicle of Higher Education February 7 issue. Review of applications to begin February 28. Search teams are being assembled.
AD Nursing (1 UFT position).
Art (Ceramics) (1 UFT position)
Art (Photography) (1 UFT position)
Building Utilities Mechanic (1 TFT position)
Business Administrative Technology (BTEC) (1 TFT position)
Chemistry (1 TFT position)
English (Composition) (3 UFT and 2 TFT positions)
LPN Nursing (1 UFT position)
Psychology (1 UFT position)
Reading (1 UFT and 1 TFT positions)
Retail Merchandising (1 TFT position)

ADMINISTRATIVE
Director of Human Resources (MnSCU administrator). Position has been posted within MnSCU and will be advertised nationally in Chronicle of Higher Education February 7 issue. Review of applications begin February 28. Search team is being assembled.

MAPE (Unclassified)
EMS & Public Safety Training Coordinator (Custom Training Rep. – Unclassified MAPE). Half-time position. Position has been posted.

MAPE (Classified)
Information Technology Specialist 2 (UFT). Server Technician. Position has been posted/advertised. Applications are being reviewed.

AFSCME
General Maint. Worker (Intermittents). Applications accepted ongoing.

TEMPORARY POSITION
Temporary duplicating position, operating Xerox duplicators. Hours: 7:30-3 pm Mon & Wed; 7:30-2 pm Tues & Thurs; 7:30-12 noon Fri. Start date is Feb. 11. Position end date between March 21 and May 2. Qualifications: office experience, well organized, strong people skills, quick learner. Requires light lifting. Office Specialist classification, $11.44/hr. Call Dale Pedersen direct if interested and/or send, email or fax resume to HR office.

For information on any of the above openings, contact the human resources office at x7125 or visit our website at http://www.roch.edu/rctc/hr/
Rochester Community and Technical College
Minnesota State College Faculty (MSCF)
Faculty Shared Governance Council
Minutes for Tuesday, January 28, 2003 – 2:00 p.m. –AT109

Present:  Administration Harris, Supalla, Thompson
Faculty Shafer, Gust, Hill, Israelson, Wright (Chair)
Guest: Dave Weber
Recorder: Kingsbury

ITEM 1 (A) Rapid Response Team/Fiscal Crisis Update – Supalla announced other MnSCU Colleges/Universities have released non-specific plans for their budget reductions, and that RCTC formed a Rapid Response Team to forward recommendations to administration for local consideration. Some scenarios being considered by RCTC include a reduction of reserves from 4% to 3%, elimination of unspent capital equipment funds and repair and replacement funds, with the remaining balance being generated from non-personnel budgets. Supalla noted, however, that with increased enrollment, some non-personnel funds might be needed for essential supplies. Supalla announced two All-College Open Forums were scheduled for Friday in hopes that the Minnesota House and Senate Conference Committee finalize their proposal before the end of the week. Supalla also announced MnSCU anticipates the next biennial base budget reduction could be between $35m and $70m per year, (equating to $1M per year for RCTC).
ACTION: Information Only.

ITEM 2 (A) Staffing Update – Supalla distributed a list of search committees and requested faculty names be submitted directly to Sheehan. Additional committees may be formed during a second round of searches. ACTION: Information Only.

ITEM 1 (F) War in Iraq (Financial Implications) – Shafer noted that even with the budget reductions, cuts in Medicare and police protection, and the release of inmates (or not prosecuting criminals), the federal government currently is spending $1B a week in Afghanistan with potentially more funds in the future if a war occurs. Shafer noted his understanding that the College cannot take a position on the issue, but strongly encouraged every individual to think about what’s happening, and announced that an educational forum was scheduled on Thursday to discuss the situation and consider the financial implications of a war in Iraq. Everyone agreed the current situation is very close to home (co-workers and students being deployed, as well as the affects on their family and friends on and off campus.) Supalla noted that often RCTC has been criticized for not having a true “university” atmosphere and complimented Shafer on organizing the round table discussion, which reflects that UCR has the “university” ambiance. Weber added that the Post Bulletin was aware of the forum and may report a story. Gust added the importance to support those individuals (and their families) deployed and Shafer agreed the issue is not whether to support the service persons and families, but whether anyone should be deployed at all. ACTION: Information Only.

ITEM 3 (A) Official Student Communication Policy – Weber shared a draft of a new Official Student Communication Policy, that would make e-mail an official means of communication for the college, noting some correspondences may still warrant traditional forms of communication depending on the nature of the communiqué. Weber announced implementation would not occur until Fall, 2003, but wanted to begin the review/discussion process early so procedures can be developed before the final policy is approved. Wright questioned if there would be any fiscal costs for implementation, and Weber responded each student currently has a college account, and staff/server storage capacity already exists. Wright questioned if the College has the capability to block unsolicited e-mail, noting his own office e-mail account is often overwhelmed with unsolicited messages. Wright also suggested that e-mail protocol and procedures be developed to determine when e-mail is appropriate and not appropriate. Harris
concurred that e-mail messages have often been used to inflame emotional responses. Weber requested comments and concerns with the draft policy from the faculty. Wright requested an electronic copy of the policy for distribution to faculty. **ACTION:** Supalla will visit with Gilsrud to clarify what tools are available to block unsolicited off-campus e-mails. Supalla will also visit with Gilsrud on developing e-mail protocols/guidelines for use at RCTC. Faculty will review the policy and bring comments back to the February meeting. Weber will forward an electronic version of the policy to Wright. Wright will forward comments/concerns directly to Weber.

**ITEM 2 (F) Faculty Evaluations** – Hill announced the Faculty Evaluation Committee reconvened to review the faculty evaluation pilot project implemented last year. Hill clarified that the student evaluations would be administered one class per year, and not one class per semester. Hill also clarified the need for a consistent process to be followed by the Deans to ensure consistency. Finally, the Committee recommends that the waiver of classroom visits for unlimited full-time faculty be made also for permanent part-time faculty, and that the policy be made permanent. Harris responded the librarians are creating a separate evaluation form, and requested the Faculty Evaluation Committee review the librarians’ evaluation process and incorporate it into the permanent policy/procedures. Although there is an on-line course evaluation, few students have utilized the evaluation, and there doesn’t appear to be a way to force the completion of the evaluation. The Technology/Distance Education Committee will continue to review the on-line evaluation process. **ACTION:** Hill will collect feedback from the Deans, review with the faculty, and bring the final policy/procedures back to the February meeting.

**ITEM 5 (A) 2003-2004 Academic Calendar** – The faculty requested the suggested faculty day notation be removed from the academic calendar, but supported the 2003-2004 academic calendar. **ACTION:** Administration approved the final 2003-2004 academic calendar (with the removal of the suggested faculty day) and the calendar will be published on the Internet, and be disbursed throughout the campus.

**ITEM 4 (A) Finals Week** – Supalla and Harris announced that a student survey was conducted regarding final exams and the results (only 139 responses) reflected that students preferred designated finals days. Wright and Shafer noted the faculty were split during the last discussions; occupational and science faculty were adamant about not further reducing the number of class days available; however would revisit if a more detailed student survey was administered to a larger group of students. Thompson distributed a sample of the finals schedule for another MnSCU college, which only designates finals days for liberal arts courses. Supalla responded the administration was open to suggestions for alternatives (reducing finals from four days to two days, allowing faculty to decide individually, designate a finals week for only liberal arts courses, etc.) **ACTION:** Supalla will visit with Weber about conducting a more comprehensive student survey.

**ITEM 6 (A) Summer Class Syllabi** – Harris announced the official Syllabi Policy does not address summer course syllabi. **ACTION:** Harris will bring a revised Syllabi Policy to the next meeting.

Adjourned at 2:40 p.m.

**Next Meeting:**
February 25, 2003 – 2:00 p.m. – AT109