

September 8, 2005

MSUM Faculty Association and Administration

Meet-and-Confer Session

Cindy Phillips announced President Barden's new role in MnSCU as Co-chair of the Leadership Council along with Chancellor McCormick. President Barden will sit with the Executive Committee of the Board of Trustees during their discussions.

### **1. Additions or Changes to Agenda**

- Athletic appointments and PDP process.
- Enrollment.
- Faculty Association is not prepared to comment on the 3- 4- Credit Task Force Recommendations. Faculty will be asked for comments, and the FA Executive Committee will provide their comments in writing on September 23 or soon thereafter.
- Response to Hurricane Katrina.
  - Colleges and Universities affected by Hurricane Katrina have been contacted by MnSCU.
  - MSUM is prepared to accept up to 50 displaced students.
  - Affected students could also have the option of living at MSUM but taking 2-year courses at MSCTC.
  - Displaced faculty members will be asked to accompany students, if feasible.
  - MSUM's contact is Doug Hamilton.

### **2. Announcements**

- Enrollment is up from last year. However, last year's numbers were based on the number of paying students. This year it is based on the number of instructed students.
  - MSUM budgeted for a decrease of 2% FTE, however it will actually be on the order of 3%.
  - Earlier availability of enrollment information would be beneficial to faculty for planning purposes.

### **3. Review of notes from May 12, 2005 Meet-and-Confer**

- Faculty Association approved.

#### **4. Centers of Excellence**

- MSUM proposals will come from Bioscience, Business/Technology, and Operations Management. Media Arts will not be submitting a proposal.
- Receiving a Center of Excellence award will affect faculty workload significantly; however it will also create more opportunities for both students and faculty. Grants will increase, and the award will attract high-quality students, infusing them into different courses and disciplines.
- Centers of Excellence will be announced at the October 18th or 19th Board meeting.

#### **5. Facility Plans**

- Barden distributed a handout from Vice President David Crockett discussing updates on facilities.
  - MacLean Hall is in the design stage and is sixth on the Trustee's Capital Improvement Project list.
- Relocation of faculty during MacLean renovation is a concern.
  - Possible temporary spaces include the library porch or the Dragon Den.
  - Faculty are concerned that they may not have an office space that is private.
- Fuel prices may impact budget. Xcel energy is projecting an increase between \$280,000 and \$400,000, or 30-43%.
- Currently, the only plans for the green space at the Higher Ed Center (14<sup>th</sup> St & 12<sup>th</sup> Ave) are for parking.

#### **6. Teacher Center**

- Foundational work is being done out of MnSCU for continued development.
- The Presidents want a consortium similar to Tri-College.
- There is no MnSCU funding available for Teacher Center coordinators this year to our knowledge.
- Deans will choose the coordinator.

**Phillips welcomed Dean Michael Parsons, and congratulated Dean Kathleen Enz Finken and Associate Dean Tim Borchers.**

#### **7. NCA Accreditation Preparations**

- Dean Enz Finken reported the Steering Committee met this summer to set a timeline, and will continue to meet this fall.

- Faculty Development Day will consist of two sections each of LSTF and NCA.
  - There will be a LS assessment speaker as well as speakers on accreditation who have gone through the process.
  - This is a duty day for faculty.

## **8. Administrative Searches**

- Barden will meet with Business and Industry faculty to gain perspective on the option of David Crockett continuing as Dean.
  - FA expressed concerns that faculty might not feel comfortable speaking freely during these visits. Barden said such individuals could share views directly with him.
  - FA believes it is important to have an open search and asked for a commitment to this search process. Barden explained that appointing Crockett as dean would be a reassignment and does not require a search.
  - ADM said if the decision is to search for a new Dean, the President will begin the process in the middle of October with the assistance of a search firm.

## **9. Administration Proposal – University Committee Changes**

- Proposal is to eliminate the Institutional Assessment and Effectiveness Committee and create an Assessment of Student Learning Outcomes Committee.
  - ADM thought the committee should consist of people with expertise in assessment in order to provide oversight and help departments decide how to assess student outcomes.
  - FA agreed to the possibility of the new committee, but would not agree to selecting faculty members from a predetermined list. Barden asked for views on how those faculty that coordinate departmental programs for assessment could be tapped; their expertise is critical.
  - ADM brought to attention that the membership of the Assessment of Student Learning Outcomes Committee should state positions, not specific names.
  - The process for addressing Institutional effectiveness is now part of the charge to the University's Planning and Budget Committee.
- FA raised question - Should the Calendar Committee be an ongoing University committee?

## 10. Faculty Exit Interviews

- Discussion will take place between FA and Human Resources regarding whom to conduct the interviews with, when, what type of questions to ask, and what type of interview procedure to follow.

## 11. E-mail

- FA asked how the e-mail program was selected.
  - Barden responded that it was chosen by a group of representatives from Computer Science, Information Technology, and students from the Technology group.
  - FA would like to have more input on these types of issues.
- Training for the latest e-mail program will be next week.
- FA pointed out that ID names are not updated to match phone numbers on the e-mail voicemail system.

## 12. Athletic Appointees and PDP Process

- Athletic Director Alfonso Scandrett will be working with faculty to come up with a plan for a PDP and evaluation process for IFO-coaches in athletics. Currently, there are no departmental bylaws in place. The coordinator is working on changing that. Scandrett feels the first criterion is difficult to apply to coaches without more guidance on what information to provide; the faculty will meet to assess whether they accept a PDP format that is used at Mankato.

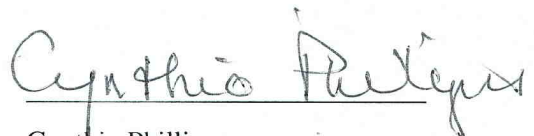
Meeting adjourned: 5:12 p.m.

Alisha Billiet



Roland E. Barden

Minnesota State University Moorhead President



Cynthia Phillips

MSUM Faculty Association President (IFO)