

February 15, 2007
Meet & Confer
CMU 216

Present: Administration: Roland Barden, Tim Borchers, Ed Choate, David Crockett, Ron Jeppson, Kathleen Enz Kinken, Michael Parsons

FA Executive Council: Wayne Alexander, Ellen Brisch, Don Clark, Linda Fuselier, Ted Gracyk, Shelton Gunaratne, D Hammerschmidt, M. Klindworth, Michelle Malott, Mike McCord, Cindy Phillips, Wade Swenson,

Visitors: Richard Adler, Tammy Blake-Kath, Lee Dexter, Wendy Frappier, Jane Giedt, Jim Gemar, Abby Gold, Denise Gorsline, Steve Grineski, Barry Halm, Bruce Hanson, Donna Heald, Charlie Howell, Chris Huot, Merle Johnson, Barb Matthees, Ralph Micheli, Joy Nesemeier, Sue Peterson, Amy Phillips, Randy Smith, Dorothy Suomala, Linda Svobodny

Changes or Additions to the Agenda: REB: Future topic—security awareness training. CP: Appreciate your willingness to change dates for this Meet & Confer meeting

Agreement on M&C Minutes – January 18, 2007 – CP: concerns sent earlier. REB will get back.

Information Sharing

- 106 faculty have responded, requesting to be on committees. 104 of them responded soon enough to be considered, and 2 were too late to be considered. They volunteered for 251 committee slots, and we've appointed to 122. By our record, 4 are still open. We thought we'd wait until things kind of shook out on all the appointments, then we'll ask again.
- CP will be attending a couple state board meetings, state M&C next week, discussing a large number of items.
- MnSCU's legislative agenda asks \$70 million for technology. 70 new positions are proposed in information technology, very few of which will be on campuses or directly involved with supporting coursework. The vast majority of the money and staff are to go to a central office for development of software or system hardware, as opposed to instructional. President Barden (REB) indicated the money will be mostly to update central systems. Some will come through to the campuses; we believe our share should be used to improve the campus digital distribution system. The servers need to be improved to use upgraded software and handle the volume increase. CP: What do you understand the software or systems are going to be? REB: The current hardware is outdated and doesn't keep up with the software. Even in the legislature they understand we can't go forward until we upgrade both the hardware and the software. CP: Explain just generally what Central Systems software changes will mean for us on campus. REB: Replace hardware and the software that has had its full lifetime with new hardware and software that has greater capacity. CP: Is ISRS up for rebuilding? REB: Yes, it will be a total rebuilding, but it can't be and won't be done in one year. They will start on the platforms first. It will take a lot of new people to do that. CP: We just want to understand how this will help the faculty.

Administration: Barden announced:

- VP Midgarden is in St Paul at a CAO meeting with Linda Baer.
- VP Weise is with an athletic director candidate.

VP Crockett

- Hagen Hall is essentially complete. Rededication is on April 13.
- Kise Hall bids were opened and awarded this week to Gast Construction. Contractor has to finish on time or be fined \$10,000 per day.
- Lommen:Foss Architects will be doing the planning.
- MnSCU is issuing revenue bonds for 3 projects. One is the Student Wellness Center: tentative date to open bids is April 1, 2007, with bids awarded about May 1, 2007. Ground breaking is set for May 18, 2007, with project completion expected in 16-18 months. Bonding funds to build the facility then follow in conjunction with student fees and fundraising.
- McLean Hall is on target. The building committee has met with architect to select furniture, etc.
- Bonding presentation to Board of Trustees for 2008 Session is set for March 7 at 1:45 pm. at MnSCU.

President Barden for Academic Affairs

- IPESL -- \$178,549 given out by Chancellor's Office. Academic Affairs added \$38,000 from its instructional reserve, and \$10,500 from Comstock funds.
- 19A Funds – There were 80 applications and the signed award letters will go out this week. Review teams had a lot of work.

President Barden

- 20th day enrollment – 7,058 for spring semester. MSUM is down 1.6% for the year in headcount. FTEs are down 2.7%. We are seeing the impact of MN Online because our students are taking MN online classes at other institutions. Historically we have very few new freshmen in the spring term. Usually 40-50 new freshmen enroll, but this term 30-35 new freshmen enrolled. However, the graduate programs are seeing some increase in students and new transfers are steady. REB indicated his appreciation to Director Adler and the other program leaders for doing effective recruiting. Swenson: Headcount & FTEs are slowly dropping, what does that do to credit generation? REB: FTE drop is directly related to credit hour sales. The trend may not bottom out for a few years.
- Hagen rededication is April 13, 2007. Tim Borchers is working on this event.
- I am forming the search committee for the VP for Facilities and Administration and hope to fill the position by end of summer. Jean Hollar will chair that search. The Revenue side (Budgeting) will continue to report to the President. The business operations, accounting for expenditures, auditing, etc, will report to the new VP through the Business Operations Manager. Also, we will consolidate parking, public security and safety, operations, and these will report to the new VP. I have been in dialog with a search firm and they are sending a proposal in the next 2 weeks. CP: will you be asking us for a member of that committee? REB: Yes, it should be in your mail or on the way today.

Continuing Topics

- **Faculty Data:** CP: We have been asking for faculty data for some time and a flurry of information has come recently. She and Ed will sit down and do a timeline. We had the release time/reassigned time for the IRB but we didn't have the number of credits. We got the job descriptions, but not the number of credits release in certain cases. We've started working through the data; it's very useful to have to get a look at some things.
- **University of Phoenix** – New York Times had an article about the trouble the U of Phoenix is in. Implication for us is, this article is not flattering to the accreditor who is our accreditor, NCA. Implication in the article is that the accreditation system of our country is broken down. Also the issue of part-time faculty is raised. Apollo Group is the owner. CP will send the reference to this article around.

Committees

- **College Committees – Those committees formed that are not a part of normal contractual process:** CP: Administration does not want to pursue at this time. REB: We feel that the definition should be focused at college-wide (or nearly so) representation, largely because we would rather not be in a situation where an administrator believes the “limited representation” can do college wide business under this proposal. CP: What we were thinking was 3-4 departments like the committee of the college that addressed the Science Center – that was the model we were relying on. Let's think about this then. REB: If you're doing college business for which significant college resources may be involved, it impacts every unit, because the money can only be spent once.
- **19A Peer Review – Expanded role beyond 19A monies** – CP: The 19A peer review committees have been established for processing the 19A monies in the Agreement (part of professional development). So we know that we have the 19As and I think it has helped to have it all up on the web and some better communication about it. The issue is that some of the 19A peer review committees have been utilized to do other things in the college. We don't know that we have a problem with that, but feel we need to address that in the description of the 19A. REB: So FA wants other advisory roles listed? TG: If deans want to extend the use of the committee it should be listed in its description. CP: Tailor the language to fit what the committees are doing.
- **Finalize committee appointments-** CP: We have from you lists for the programmatic and compliance committees. Have no objections. You have our proposed names for University and Student Affairs committees with the exception of one more person for the Athletic Board of Control. Do they have a new name? REB: It's a self-announced name change, not yet formal. CP: We need to get 2 more on Environment and Safety, and 1 on Technology. REB: Environment and Safety has a stack of mandates that we have to work through. They will be involved (and advising) on more things. Their work will be interesting and serious. CP: You sent me 3 concerns. One we have worked through with the addition of library to Dragon Core. One, we requested more information from you. The third was the concern that the University Planning & Budget Committee didn't have an individual from each college. REB: Also, the student senator who is in charge of its committee on committees has the responsibility of finding students to be members on these committees, particularly in the Student Affairs area where the majority of the committee members are students. He has written to say that committees are very poor

about sending back their minutes to Student Senate. CP: In general, committees must put their minutes on the web. We'll try to track, and send out little reminders to, those who don't. We are all in agreement that we need better distribution of minutes, and the minutes are expected to have the substance of the meeting in them.

Summer School – CP: Two meetings ago Judy Strong was here and said that it would be the same as last summer but that's not what we're hearing. So we have asked for a listing of courses last summer and this summer by department REB: We'll see what we can do.

Swenson: We discussed formation of a task force for looking at the future of summer school. We as an organization would like to have input and discussion about the future of summer school, and how we might help that increase. REB: We have discussed planning for Summer School previously. After accreditation has happened, we will pursue discussions on this. Swenson: Look forward to that.

Assistant or Associate Dean's Future plans – changes from current positions – CP: Plans for the future, are there changes from current positions? REB: We'll have to ask the deans.

- Dr Jeppson: Still trying to figure out what we're going to do when we lose Tim (Borchers).
- Kathleen Enz Finken: Looking at needs in the college. Tim Borchers will have some reassigned time next year – 3-credits per semester to mostly work on assessment, Dragon Core and curricular development. Looking at a MSUSAAF position and have put paperwork into Human Resources. Full funding has not yet been identified.
- Parsons – Subject to approval, I would like to move to a full-time administrative associate dean by 7/1/07. CP: I assume that when you say full-time dean that would also be a MSUSAAF position? Parsons: No, it would be administrative. CP: It's sounding as though people feel that we have moved on beyond the part-time associate dean system. REB: It was developed and tested that way initially. Now the strategy would be better to have full-time help for fundraising, leadership, etc. Gunaratne: Will Associate Dean be able to move into teaching later? REB: Would be a possibility of 1-2 years of FXT appointment paid by president's office. Clark: We're talking about going from a part-time person to a full-time person. If cutting in academic areas, does it make sense to increase administration? REB: Moves are due to demands on administration; simply, more administrative work has to get done. This will be looked at very carefully. Still have to get the work done and administer the expectations of the agreement, compliance, etc. Enz Finken: Besides the fact that the workload is tremendous, the big thing for me is to have someone who can help you to do your job better. I need help in my office to better support your departments and your programs. In terms of funding, one of the reasons I'm moving to a MSUSAAF position is it is not as expensive; further the duties are more suited to a MSUSAAF position. If we don't have this position, your programs may suffer. Gracyk: So hearing that the two colleges are moving in two different directions on this, in the case of Education and Human Services, in order to have someone in the job July 1, you will hopefully start the search when? Parsons: We're not sure we will start a search, we may make a temporary appointment for up to two years. If we find that this is not a good idea, we will not stay committed to it. If it works well, then we will have a formal search. CP: We know that one of the reasons that the part-time

Associate Dean's positions were created was the need that Deans had for help and a budget crisis, but the other was it provided an opportunity for faculty to have an administrative internship.

Administrative Realignment – College of Education and Human Services – CP:

You brought forward a proposal that is being considered by the administration to take certain portions of HPE and create a School of Nursing & Allied Health and the remaining positions of HPE would be folded into the School of Teaching and Learning. The School of Teaching and Learning would be a department and the School of Nursing would be a department. REB: Have received a number of written comments and some folks have come by to chat. People have been busy in the meantime stating their views. CP: Wendy presented some material from her department last time and she has expanded on that. I have asked her if she will briefly review that with us. Wendy Frappier provided an update and distributed a packet of materials that state HPE's position why they should remain as a department. She discussed curricular ties (overlap of courses).

- Pink sheet: a survey of programs at other universities in the region
- Yellow sheet: shares HPE's increase in majors, growth of credit hours
- Lavender sheet: HPE's curriculum interrelationship with other programs
- White sheet: a comparison of HPE's growth to all overall university programs
- Orange sheet: overview of two proposals

She noted a unique relationship with athletics. With regard to fundraising, she believes alumni want to give to programs with which they are familiar. Didn't feel Health and Physical Education licensure tracks fit very well, (PE, Exercise Science and Health Education) with the School of Teaching and Learning. Community Health, Athletic Training and Health Service Administration would be in the School of Nursing. She discussed organization of similar programs at other universities, all of which have HPE in their own school or department. What we want to maintain is not unusual at other universities. HPE has been successful as a department and a unit. (see Yellow sheet) Since 2001 we've increased our majors from 277 to 403, with growth of the credit hours from over 6,000 over 9,000. (see Light pink sheet) New or revised programs in HPE. (see White sheet) Data on our growth-we compared 2001 numbers of our majors and how they compared to all other university programs overall. The key point is that we have been a successful department, we are making progress, we are showing growth, and we feel strongly about staying together as a unit, as a department or possibly as a school. (see Orange sheet) Updated Dean Parsons' proposal-notice how large the school of Teaching and Learning would be. Also, we have a very unique relationship with athletics. We have 2.5 positions that come out of our athletic commitment and 12 different people who teach out that 2.5 FTE. This makes scheduling very complicated. Dean Parsons also mentioned fund raising as a reason, and we feel that we would be strong in fund raising because of our alumni. Dr. Frappier believes our alumni would rather give to a program that they were a part of, not a mega school with which they have no connection. Our request is to have our old school or at least be maintained as a department based on the data presented.

CP: As a union we have real concerns about creating such large departments. The contract certainly calls on the department as a whole to make a lot of recommendations and decisions and that's based on a presumption that a department is a relatively cohesive academic group. To do that job well, it becomes extremely difficult when you're dealing with people from such diverse disciplines. Do we have positions from the departments? Has the Dean solicited recommendations from departments that were involved? Have the folks involved gone on record in terms of talking with you? What we want to know is, how do the faculty, who are involved in this change, feel about this change? REB: Many faculty have offered their views, opinions and recommendations. It is under Meet & Confer that faculty can express their views. How we make changes in a way that will work and make the university stronger, must be the #1 priority. We must protect the learning opportunities of our students.

A Phillips: There are a number of people here to support HPE and its concern about its potential dismantling and they are in agreement with HPE's perspective on why it should not be dismantled. But, they are also here because they are concerned in a larger way with the breakneck speed of the transitions that are happening in the college. The tensions, troubled relationships, and anger that it is causing. There are programs that are having their internal structures changed, faculty hired temporarily without their consultations, faculty removed from search committees without consultations. There is concern about changes to the job description of the Chair. There is addition of the coordinator position; what does all that mean? These changes are not providing for a democratic process and the authentic inclusion of voices from the college; there is serious concern about additional change. Not only dismantling of a program, but additional change creating new trauma to the college, which could negatively impact, more than it already is, the learning environment of the classroom, the morale among faculty.

Gracyk: Since the last M&C it has come to our attention the issue is not simply the alteration of HPE and its redistribution to, on the one hand, Teaching and Learning, and, on the other hand a new department. What we had not heard in our previous M&C, is some reorganization of the Department of Teaching and Learning as well. Is that part of the plan? Parsons: There are several things. Gracyk: So the addition of coordinators in Teaching and Learning is unrelated to the fact because the department has become larger? Parsons: It's unrelated to HPE.

Linda Svobodny: As a member of a recently dismantled department, I would just urge you caution in making those kinds of changes. There have been a lot of ramifications, having to do, in my particular case with licensure and contacts with the state, that were unforeseen. Consequences need to be thought through very carefully.

Gracyk: With regard to the possible implications of combining nursing with a second group into a single department, is there information about that?

Parsons: Yes, VP Midgarden and I looked into that. There is nothing in the nursing accreditation which prohibits that. Nursing accreditation indicates that Nurses must have full control of curriculum, must have resources equivalent to other units on campus and basically must be in charge of their affairs. There is nothing in the accreditation guidelines that says that only a nurse could be in charge of a unit that includes nursing.

Gracyk: How can the nursing people have full control of their curriculum if non-nursing faculty have to vote on any curriculum change?

Parsons: At this point, nursing will be in the majority. Unless they split on their own curriculum, they would always be a majority. Should that unit grow large enough, and I hope it will, that all programs are large enough to separate into separate administrative units, then that question would never arise.

CP: I have obviously not read that standard, but contractually, you are arguing that as long as they are a majority and they all voted together, nurses would have control of the curriculum, but if there is a split amongst the nursing faculty...

Parson: Then we have a serious problem as far as accreditation.

CP: But we have that all the time in all the departments. We have issues around curriculum and what courses...that's not a sign of a department that's badly split, that's a sign of a department that actively discusses and explores issues. I cannot find myself agreeing with you that that is a sign of a badly split department.

Parsons: Highly accredited departments, which are highly externally regulated, often have very little to debate about curriculum.

CP: Is that your experience? I'm kind of sorry to put you on the spot, but I am. It seems to me that you folks have had lots of discussions.

Matthees: Nursing? Oh, yeah. We have lots of lively discussions.

A Phillips: Does this imply that only a nurse can be chair of this school? Is that an accreditation issue?

Parsons: No.

CP: I'm not seeing agreement. I guess I'd like to have the nurses address that issue.

Hammerschmidt: As the program coordinator of a program that would be moving in, possibly with nursing, and now I hear, Community Health and Health Services Administration, Athletic Training would always be a minority.

Parsons: We always start discussions with, “We are small and we will always be small. We’re always underfunded. We’ll always be underfunded. I have a larger vision for my college than getting by on nickels and dimes with small programs that will never grow. My vision is to grow this college. My vision is to grow the school so eventually the health programs, which are in high demand, should be able to spin off to a separate college. We have enormous potential. We are the university, once you get past St. Cloud, there is nothing to the south of us. Why do we start our conversations with “we are always going to be small and insignificant?” That is not the future I want to be a part of.

CP: I take exception because that isn’t what she said. She addressed the issue of different disciplines coming together in a single department and how does that play out in the department dynamic? What are other programs on this campus that have grown as much as HPE since 2000?

Parsons: Not having done a study of programs growth, obviously I can’t answer that.

CP: Well, it looks to me, 45.5% growth, that’s a pretty successful program and to suggest that people who have done that, don’t know what they’re doing, or can’t grow, it seems to me to be contrary to the evidence that we have.

Parsons: No, I’m talking about an attitude on this campus that always starts out conversations, “what are we going to do? Because we obviously can’t get bigger, we obviously can’t get better.

CP: I guess I haven’t heard those conversations. Nursing and Dean Parsons differ in interpretations of accreditation guidelines.

Giedt – I would like to make a comment about nursing. We have lots of discussions. Nursing is a department that has grown significantly. We have added programs, more than we ever thought we would, and we have had discussions that have raised the roof. But we continue at those discussions until we come to a consensus. We figure out a way to satisfy everyone’s objectives. So, when it does come to a vote, we might have an occasional abstainer and maybe an occasional nay, but, for the most part, we work through our differences long enough until, when we do take the vote, we feel confident about the way the vote will go.

CP: Now your decisions will be about allocation of more resources, rooms, etc, for programs outside of nursing.

Giedt: I think that will change the dynamics of the department considerably. Working with multiple departments will have issues and will change the dynamics. I think that those kinds of things will take time to work.

Parsons: Resources cannot be combined into a single school budget. There is a MnSCU allocation budget and a way we have to track the cost of programs. Nursing

resources wouldn't be given over to health service administration to decide how money would be allocated back to nursing. Nor would athletic trainings resources be given over to a group of nursing faculty, who are a majority, and the nursing faculty be told "Why don't you give some of those resources over to athletic training." Those budgets must remain separate.

Johnson: I don't follow. MnSCU seems to require us to track faculty salaries in that way, but not other parts of the budget, unless something has changed.

REB: Instructional cost analysis for the system allocation process for the appropriated funds is very intensely related to the instructional cost of teaching. There is a programmatic proportion of expenditures for the department that is built in to the overall costs of the course.

Gracyk: But, for instance, equipment budget isn't programmed out. Typically it's departmental.

REB: If the equipment is identifiable to the department, it goes to that budget.

CP: But it is my experience that a department submits an equipment budget request, and the funds come back to it. Within availability, whether it's you or someone else who gets the new computer that we have the money for, is a department allocation.

REB: The expenditure will be amortized over the whole department.

CP: For your records, but it makes a difference to the person who is getting the computer on their desk.

REB: But the individual recipient is not the same as cost accounting methodology, which is what you are saying.

CP: What we are talking about are the dynamics within the department.

Johnson: If nursing has to control their curriculum. What is your situation?

Hammerschmidt: There are specific standards and athletic training curriculum would have to be under the control of athletic training for accreditation purposes. We would have to have control of, and a person in charge of, the athletic training curriculum.

Parsons: And our goal is for all accredited programs to remain accredited. Indeed, we have a couple additional programs we'd like to see accredited. We do not have a desire to damage programs or to not attract students or faculty to a program that is growing.

Adler: Is there any way of finding out how it will impact nursing to combine with other programs. How would that affect the funding of the DNP program? Would it affect the application that has gone in to the Higher Learning Commission? Giedt: I think not, because right now the graduate nursing program is part of the consortium. I

don't think that would have to change. Parsons: The dean's office and the VP's office work closely in support of the development of the DNP. The nursing faculty is working incredibly hard. We as a college and as a university have made a financial commitment to support that program. A change in program structure does not mitigate or reverse our support. CP: And, Richard, I think part of the answer is, we don't know yet how the DNP will be funded. Adler: The tuition is going to be the majority of how that program's going to be funded. There will be other budgets. CP: Yes, but no one has determined in finality whether or not the tuition waiver in our contract applies. So we don't even know if there's tuition revenue available.

Malott: Dean Parsons, last time you spoke of the name being School of Nursing and Allied Health, and today I heard, Health Sciences. Is one or the other now in favor? Parsons: No one reported back to me about that. My understanding was that that was not a decision that had to be made immediately. I don't have a preference of one name over another. Malott: It might make a difference to the bio-sciences and the chemistry department because we have a number of students who are Allied Health and pre-professional students so, just depending on how that goes, there are conversations that need to occur about that.

CP: Is there anyone else who wishes to speak?

Parsons: What is the process now that we've spoken today?

REB: The process in the agreement is that the president will announce by March 1 what the changes are. Two other changes proposed by the administration have been discussed and those were set aside at the last meeting, this one has continued to be discussed. We will get the records from this meeting and the last meeting and any other information we have, and make the best decision by March 1.

Swenson: I have been approached by several members who are affected by these changes and I don't feel that I should carry their story forward. They were a little reticent to speak today. I will ask them to email you their information.

Grineski: I'm curious, if HPE blended in with the School of Teaching and Learning, would there be a program coordinator for HPE? Parsons: We will discuss this when we meet on the 20th. We've not come to a final decision on that. Off the top of my head, we are probably going to have some release time associated with HPE. I will meet with your school next Tuesday morning at 8.

Blake: What's the advantage of this? Parsons: The advantage is we'll be able to position health and health related programs into a single school. We can both promote those programs and fundraise for those programs. There are education advantages, marketing advantages and fundraising advantages. The remaining units are then basically teacher education units with teacher education faculty. They would be in the same unit as far as accreditation, program review.

CP: Would you expect to then try to move the English Ed and the History Ed people in to the same department? Parsons: Of course we're always willing to receive them, but Secondary Ed has not been part of the college. We're not starting a campaign to take over the other colleges' secondary education programs. We appreciate the support they give us with regard to accreditation. CP: Isn't that a matter of how far back in history we go to a time not too far back when all those programs were in education? I'm just trying to understand.

CP: Anything further? I would ask that all of you who have opinions, do communicate with the president if you have not already. Tell me how much time it takes to coordinate all your athletic faculty. Frappier: It takes a lot of time. Trying to fit practices with individual teaching schedules is difficult. My question is, who would I answer to? Blake: It varies by program. We coordinate with a number of departments and I would anticipate a similar procedure here. I have understood from the dean that this will involve quite a bit of scheduling. Another example is PFY will not be folded into this coordinator position; that involves similar scheduling. Have asked for 3-credits reassigned time for this semester. Blake: With athletic training we do have a lot of students that are with our programs athletically. How would this impact them? Classes would still be offered in the mornings. Students traveling for physical education – we'll get to that later. What happens here curriculum wise? Parsons: I want to say again, our desire is not to see a program like athletic training be diminished. I would like to see Athletic Training grow. We have to figure out a way for Nursing and Athletic Training to get their resources into the same college.

Frappier: I think where we are struggling with is, and what Tammy was trying to say, if we have a chair of our department across campus and we have issues that come up, what do we do, Charlie? Do we call you? Will you come over? We have a lot of logistical stuff that we are really concerned about. Howell: Let's talk as soon as the president makes a decision. The program coordinator is going to have specific duties that we're going to discuss in our meeting. They have been proposed by the dean. Those duties are mainly associated with certain types of things like making sure adjunct instructors are properly supported. And, those types of issues that matter a great deal could they be handled quickly, if they don't involve decisions about programs. HPE would continue to be located at Nemzek. I don't anticipate the HPE folks are going to advise elementary ed students, for example. There is not going to be a cross-over of advising. That would not make sense to me. With adjuncts, some individual faculty members and individual programs do a very effective job of supporting their own adjuncts.

CP: I have to admit I'm a little puzzled when I look in the contract and I read the position description for the department chair. It does sound to me as though we are, under this proposal, creating a department chair situation where the department chair almost cannot possibly fulfill the department chair duties. They are being handed down to other folks within the department, and to an appointed person, rather than an elected person. That's a very problematic issue.

Howell: As I understand it, the graduate coordinator will be handling duties which were previously assigned to graduate coordinators which were also in position. It is my understanding that those are not the chair's responsibilities. I had a conversation with Dr. Adler about this and he was very concerned that the chair not assume those duties. I gave him my assurances that I do not intend to. The responsibility of the chair would be to coordinate the work of the department effectively, to chair department meetings, distribute advisees, and the like. It is true that an undergraduate coordinator could assist to coordinate the department, for example assisting advisors, distribution of advisees, and so forth; coordinators do that now. For example, Dr Svobodny assigns advisors for special education so that's not really a change. CP: "Coordinates department student equipment activities, insures students concerns are addressed, develops proposed department classes, long term schedule for course offerings." Charlie, I'm not asking you to answer all of these, I'm just trying to illustrate the concern we have that we're talking about a structure that doesn't exist throughout the system, It's not in the Contract, which is designed to view a department as a relatively small group, at least in terms of discipline. The proposed structure is built around that idea. Howell: I understand that, but the point about discipline is somewhat different from the coordination of department activities. Before we were realigned into the School of Teaching and Learning, I was the Director of Foundations. It was not an elected position, and I did all the schedule assignments and those types of things. Actually, I think now, more of those things are in the hands of the chair, the elected chair. I think it's always the case that some people, who are appointed, assist in coordination of department work. For example, coordinators of graduate programs have recommended when courses ought to be scheduled. Unappointed faculty members who are not elected to any specific position, for example the faculty members in Early Childhood, recommend and provide information about potential conflicts of courses. There is always some assistance the chair seeks.

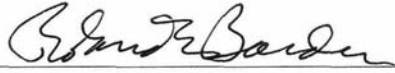
CP: Anyone else?

Brisch: There are a lot of faculty here who are not a part of HPE who stand behind HPE. There is a lot of loyalty on the faculty here.

CP: Graduation with Distinction will have to wait. REB: It probably will be something like Graduation with Distinction in Engagement. Which will leave room down the road for discussion of Graduation with Distinction in Discovery. CP: I think the principle thing I want to say right now is we have a lot of concerns about how that will operationalize. How will it really work? Who will bear the brunt of what it means for advisors and others. We can discuss that next time, because it's not implemented yet.

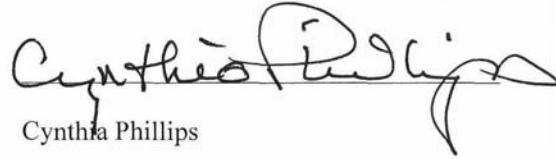
Meeting adjourned at 5:10 pm.

Gloria Sheldon



Roland E Barden

Minnesota State University Moorhead President



Cynthia Phillips

MSUM Faculty Association President (IFO)