

MINUTES

MSCF Board of Directors Meeting

December 4, 2015

Ramada Plaza Minneapolis

Board Members Present:

Alexandria	Greg Latterell	MN West – North	
Anoka Tech	Julie Myers	MN West – South	Von Rathsachack
Anoka Ramsey – Cambridge	Andrew Aspaas	Normandale	Erik Loge
Anoka Ramsey – Coon Rapids	Bruce Homann	North Hennepin	Shirley Johnson
Central Lakes	Chuck Lund	Northland – EGF	David Christian
Century	Rick Nelson	Northland – TRF	Adam Paulson
Dakota County	Mary Belanger	Northwest – Bemidji	
Fond du Lac		Pine	Ann Boldt
Hennepin – Brooklyn Park	Gretchen Long	Rainy River	Tom West
Hennepin – Eden Prairie	Rik Stirling	Ridgewater	Kevin Larison
Hibbing	Sandy Gustafson	Riverland	Sheryl Barton
Inver Hills	David Riggs	Rochester	Chad Israelson
Itasca	Gordy Savela	SE Tech – Red Wing	
Lake Superior	Glenn Merrick	SE Tech – Winona	Mike Sass
Mesabi Range	Tom Baldwin	S. Central – Faribault	Dave Edwards
Minneapolis		S. Central – N. Mankato	Jay Wendelberger
M State – Detroit Lakes	Pam Cummings	St. Cloud	Dwayne Hickman
M State – Fergus Falls	Matt Borcharding	St. Paul	Ed Schones
M State – Moorhead	Don Drummond	Vermilion	Dave O'Donnell
M State – Wadena	Dan Carter		

Committee Members and Guests Present:

Bargaining Team	Lisa Dusek
Bargaining Team	Derek Fox
Meet and Confer Chair	Mark Grant
Faculty Rights Chair	Tamara Thell
Guest	Bob Kapitzke
Guest	Dave Kornecki

Officers Present:

President	Kevin Lindstrom
Technical Vice President	Norm Halsa
Liberal Arts Vice President	Darci Stanford
Treasurer	Kent Quamme
Secretary	Gregg Wright

Staff Present:

MSCF Field Staff	Kari Ann Cruz
MSCF Field Staff	Chip Dykstra
MSCF Field Staff	Matt Ryg
MSCF Staff	Jennie Howard-Smith
MSCF Staff	John Ward

Call to Order

The Minnesota State College Faculty Board of Directors was called to order by President Lindstrom at 3:06 p.m. The agenda was adopted with flexibility.

Approval of September 11, 2015, Board Minutes

Minutes of September 11, 2015, were approved by general consent.

Reports

President's Report – Kevin Lindstrom

A written report was included in the Board packet.

1. **Charting the Future:** Lindstrom said that there is a wide variety of approaches dealing with Charting the Future at the campuses. It is up to each campus to determine how to engage in the process. Lindstrom has appointed faculty to statewide organizational committees that will start their work in January 2016.
2. **Bargaining:** Mediation has been scheduled for December 28. Almost all of the campuses have received bargaining updates. In the event that mediation does not go well, MSCF has started planning for contingencies. Members will be informed of the contingencies in the event that they are needed. Lindstrom told the Board he believes that a contract Congress will be needed before the next contract is negotiated.
3. **Campuses in Crisis:** Lindstrom read the comments he gave to the Board of Trustees regarding campuses in crisis.
Chad Israelson, Rochester Community and Technical College faculty president, reported on the administrative crisis at the RCTC campus.
Lisa Dusek and Kevin Larison, faculty members from Ridgewater, reported on the administrative crisis on their campus.
Lindstrom said even though RCTC and Ridgewater have arrived at a crisis point in different ways, they both have the same issue. He reminded the Board that there are many excellent presidents and faculty should thank them for their good administration. He asked that all faculty support RCTC and Ridgewater by wearing buttons that show “we care.”
4. **HR Payment Errors:** Lindstrom told the Board that a member was sent a letter by HR informing the member of a salary overpayment of \$20,000. Lindstrom recommended that members ensure workload payment is tied to the contract. He added that a new ISRS function will be Faculty Assignment Management Administration (FAMA); however, faculty should still be certain that salary is tied to the contract.
5. **Sabbaticals:** Lindstrom reported that several members have lost their jobs because they did not complete everything they said they would in their sabbatical plan. Lindstrom warned faculty to be very careful how they write their sabbatical plan and be sure to complete everything in the plan. Lindstrom also reminded faculty that MSCF field staff are available to review sabbatical plans and explained to faculty that once a sabbatical plan has been approved, and needs to be changed, that an amended plan must be approved by the college president.

Technical Vice Presidents Report – Norm Halsa

A written report was included in the Board packet.

1. Halsa announced that the website will be replaced. He thanked Stanford for her assistance in developing the new website.
2. Halsa recommended that faculty pay attention to the high five years when considering retirement. He explained that TRA fiscal years and school years are not the same; consequently it could affect high five year calculations.

3. Halsa reported more information will be forthcoming on Area Labor Councils.
4. Halsa told faculty that there have been problems on campuses with requiring faculty to do OSHA/MPCA things. He reminded faculty it is the employer that is responsible for installing improvements as directed by OSHA.

Liberal Arts Vice Presidents Report – Darci Stanford

A written report was included in the Board packet.

1. Stanford reported that 500 faculty responded to the communications survey and summarized what was learned. A draft proposal on communication and the modes of communication will be presented at the Delegate Assembly.
2. Stanford reminded faculty that concurrent enrollment campuses must have concurrent enrollment advisory boards; faculty are part of the make-up of these boards. Part of the purpose of the advisory board is to determine which courses should be offered. She said advisory board information is included in the Post-Secondary Enrollment Act.
3. Stanford explained Transfer Pathways and said the first four disciplines that will establish transfer pathways are Biology, Theater, Business and Psychology. Two-year colleges do not have to offer all the curriculum in the pathway. It is planned that eventually about 29 transfer pathways will be created.
4. The system is studying D2L. A survey will be sent out. It will be a request for information to determine how it is being used and if it is meeting current needs.

Treasurer's Report – Kent Quamme

A written budget and report was submitted. Documents included:

Financial Statements and Independent Auditor's Report. Years ended June 30, 2015 and 2014.

Treasurer's Report FY 2015

MSCF Financial Policy

1. Quamme presented the FY 2015 balance sheet and reported MSCF received a clean audit. He also asked the Board to look at the MSCF Financial Policy included in the Board packet. Quamme expressed concern about the Friedrichs vs. California Supreme Court case. He has met with the Education Minnesota CFO to develop contingency plans in the event of a poor outcome of the case.

Secretary's Report – Gregory Wright

A written report included:

Credentialing Committee Report

NACEP Report

Structure and Organization Committee Preliminary Report to the Board of Directors presented for discussion

1. Wright asked the Board to ensure proposed credential changes are distributed all members. He also asked members to provide comments including comments that agree with the proposals.
2. Wright presented the draft of the Structure and Organization's committee proposals and asked the Board to be present at the after dinner discussion to provide their comments.

Executive Committee At-Large – Shirley Johnson, Jay Wendelberger, Gretchen Long, Von Rathsachack

1. At-Large members introduced themselves and told the Board they welcome their questions and comments.

Academic Affairs and Standards Committee – Dave O’Donnell

A written report was included in the Board packet.

1. O’Donnell reported the committee met on October 14, 2015. The committee will develop a draft statement on concurrent enrollment, credit for prior learning, and academic freedom. The statements will be presented to the Board of Directors for approval.

Credential Fields – Susan TenEyck-Stafki

A written report was included in the Secretary’s Report.

Defined Contribution Retirement – Rick Nelson

1. Nelson reported on the committee’s responsibility.
2. The committee is reviewing the record keeping, currently done by TIAA-CREF, and will be making recommendations at the January meeting.
3. The TIAA-CREF webinar schedule for 2015-16 has been sent to the local chapter presidents. This should be shared with members. The Board was reminded that members can use the TIAA-CREF hotline for help and campuses can request additional campus visits from the TIAA-CREF representatives. Members can also call the TIAA-CREF Bloomington office for an appointment.
4. Nelson will get information to faculty on the “second chance” option which gives faculty a second chance to make an irrevocable decision to go with the IRAP or TRA pension plan.
5. Financial planning tools can be found at www.tiaa-cref.org/mnscu

Legislative Steering Committee Report – Rick Nelson

A written report was included in the Board packet. Documents included:

2016 Legislative Goals and Value Statement

Save the Date! 2016 Education Minnesota Political Conferences

Elections Matter! Get Going for 2016!

Mn Pipeline Project – Beginnings and Current Legislation

Minnesota Pipeline Project, June 2015 Status Update

“Why German-Style Education Is Coming To America,” Forbes <http://onforb.es/1QXeege>

1. Nelson encouraged the Board and faculty to be engaged in the political process. Higher education funding and capital investment projects will need everyone’s involvement.
2. Nelson listed several ways to get involved including: Education Minnesota Political Conferences, legislative campus visits, Campaign 2016, and Sawbuck 2016.
3. The 2016 Legislative Goals were presented; these were developed from campus comments and the committee members.
4. January 13, 2016, will be the date for legislative training for political engagement. This will be presented like a webinar. Information regarding how to access the presentation will be forthcoming.
5. Nelson reported he was pleased that Governor Dayton said a portion of the budget surplus should go to higher education.

Elections Committee – Sheryl Barton

A written report was included in the Board packet. Documents included:

Official 2015-2016 Election Timeline

MSCF Election Guidelines

Constitutional Officer Election General Guidelines

1. Barton presented the procedures for the 2016 election of President and Treasurer.

2. Nominations will open on December 14, 2015, and close on February 22, 2016. The election will be held on March 23, 2016, and the results will be submitted to the Board of Directors for certification at the April 8, 2016, Board of Directors meeting.
3. Information on absentee ballots will be sent out.

Faculty Rights – Tamara Thell

A written report was included in the Board Packet.

1. Thell reported that at the October 14, 2015, meeting, contract compliance visits and concurrent enrollment were discussed. Concurrent enrollment contractual issues regarding salary and mentoring work differ greatly at the campuses.
2. The spring 2016 contract compliance visits will be held at South Central College (tentatively set for March 23-24) and Hennepin Technical College (currently in the process of being scheduled).
3. Thell reported the structure of the visits will change to include resolving issues that may appear during the compliance visit.

Meet and Confer – Mark Grant

1. Grant reported that discussion included concurrent enrollment, the liberal use of Special Expertise credentials and TRA calculations.

Racial Equity and Diversity – Terrence Wilcox as reported by Von Rathsachack

A written report was included in the Board packet.

1. The committee is working on proposals for the 2016 Student Affairs Diversity and Equity Conference, providing cultural competency training opportunities and connecting with more union members. He said the committee is very much interested in training for faculty and students.
2. Faculty who have campus issues or concerns about diversity should contact the diversity committee members.

Technology/e-Learning Report – Carrie Ward as reported by Andrew Aspaas

A written report was included in the Board packet. Documents included:

Educational Innovations – Campus Open Textbook Projects

Educational Innovations – Innovation Funding aka “Shark Tank”

Educational Innovations – Open Textbook Training and Reviews

1. Aspaas reported the Campus Academic Technology Team (CATT) meets by WebEx. The meetings are recorded and can be viewed at:
<http://www.asa.mnscu.edu/educationalinnovations/CATT/catteams.html>
2. There are funding/grants opportunities available through CATT. Deadline to apply is December 23, 2015.
Open Textbook Initiatives. See:
http://asa.mnscu.edu/educationalinnovations/open/CampusProjects15_16.html
aka “Shark Tank” deadline March 25. See:
https://asanewsletter.files.wordpress.com/2015/11/memo_sharktannovfunding1.pdf
3. A survey was sent out regarding how video captioning is being done on campuses. The data from the survey is being studied.
4. Aspaas reported on the media code workgroup.
5. Aspaas asked faculty to look for an announcement on the D2L Brightspace conference to be held on Friday, April 15.

6. The Technology/e-Learning committee is working on several proposals that will be presented at the Delegate Assembly.

Grievance Report and Member Rights – Kari Ann Cruz, Matt Ryg and Chip Dykstra

A written report was included in the Board packet. Documents included:

MSCF Grievance Report, Active Grievances 11-23-2015

MSCF Unlimited Full-Time Faculty Recall List

Layoff Notification List

1. Cruz presented the state-wide recall list. It includes faculty who have recently been laid off and those still on the layoff list from past years.
2. Cruz updated the Board on the summer pay arbitration.
3. Ryg reported on upcoming grievances. Ryg also reported on the member engagement project being conducted by Education Minnesota.
4. Dykstra reported on the videos that were filmed at the Ruttger's fall meeting on member engagement. He thanked the faculty who stepped forward to participate.

Special Orders

Dave Kornecki, aide to Senator Terri Bonoff, presented information on the PIPELINE project.

Unfinished Business

There was no unfinished business.

New Business

1. Approve 2016 Constitutional Officer Election Process
2. Approve 2016 Legislative Goals
3. Approve MSCF Financial Policies Addition

Motions

1. Motion and second from the Executive Committee to approve the 2016 Constitutional Officer Election process as submitted. Carried
2. Motion and second from the Executive Committee to approve the 2016 Legislative Goals as submitted. Carried
3. Motion and second from the Executive Committee to add to the MSCF Financial Policy: "Actual meal expenses of \$10.00 or less may be reimbursed without a receipt." Carried
4. Motion to recommend that the Board of Directors approve a holiday honoraria of \$500 each for the staff consistent with past practice. Quamme/Halsa. Carried

Board Wrap-up and Homework

1. Lindstrom asked the Board to distribute "We Care" buttons to show that we all care about campuses in crisis.

Adjournment

Adjourned at 5:46 p.m.

Respectfully Submitted,
Gregory Wright

Future Board and Delegate Assembly Meeting Dates

Friday, April 8, 2016