

MSCF Minute



An electronic publication of the Minnesota State College Faculty

Contract Compliance Visits

by Tamara Thell, MSCF Faculty Rights Committee chair and Anoka Tech faculty member

Greetings from the Faculty Rights Committee! The members of the Faculty Rights Committee are Norm Halsa (Technical VP), Will Helms (Vermilion), Erik Loge (Normandale), Suzette Overby (Riverland), Darci Stanford (Liberal Arts VP) and Tamara Thell (Anoka).

One of the main charges of the Faculty Rights Committee is to make contract compliance visits to MnSCU college campuses every year. Two colleges are audited every year to ensure compliance with the collective bargaining agreement. The contract compliance visits take place during spring semester and each of them are conducted over a consecutive two-day period. The audit takes place on day one of the visit and consists of going through all faculty workloads; reviewing agreements including team teaching agreements and reasonable credit equivalencies (RCEs); reviewing any assignments involving independent study, tutorial, or combined courses; reviewing class max sizes and ensuring they have been adhered to; reviewing any alternate calendars in place; reviewing

the summer rotation list; among many other contractual items. On day two of the contract compliance visit, the Faculty Rights Committee and MSCF field reps meet with the administrative team from the college campus and present the audit findings. Beginning with our visits this semester, we will also begin the work needed to resolve the audit findings following the meeting with the administrative team on day two of the visit

The campuses scheduled this semester include South Central College and Hennepin Technical College. The visit to South Central College was canceled due to weather and may be rescheduled. Hennepin Technical College will be visited on April 21st and 22nd. These two colleges were chosen after faculty from those campuses made requests for a contract compliance visit.

Some of the major audit findings seen at many of the colleges include inaccurate faculty workload calculations, absence or lack of team teaching agreements, and RCEs not being in place prior to beginning work that requires a RCE. All faculty

workloads are calculated by credit and by contact hours and the faculty member is paid the more advantageous of the two. Per contract, under Article 11, Section 1, Subd. 4., "*Team teaching assignments may be made by mutual agreement between faculty and administration. The faculty loads, both credits and contact hours, for instructors involved in team teaching shall be determined prior to the semester in which the course is offered and must be agreed to by the administration and the faculty members involved in the course*". For any course that has two or more faculty teaching it, there must be a team teaching agreement in place before the start of the semester during which the course is being taught and the credits and contact hours must be agreed to by each faculty member who will be teaching it. Under Article 11, Section 7, Reasonable Credit Equivalence, "*Credit and/or student contact hour equivalencies for the assignment will be determined before the assignment is made*". These agreements are not optional. They are required by contract.

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The contract compliance visits have been positive experiences for the college administration and MSCF. We welcome receiving requests to come and visit your college campus. You can contact any of the members of the Faculty Rights Committee or one of the MSCF field reps if you are interested in having a contract compliance visit at your college next year.

Nellie Stone Johnson Dinner

Each year MSCF purchases a table at the [Nellie Stone Johnson Scholarship Dinner](#). This year we are looking for five faculty members who would have an interest in attending on behalf of MSCF.

The dinner is March 31 at the Prom Center in Oakdale. Festivities begin at 5:30 p.m. Please contact the state office at 651-767-1262 or email Jennie Howard at jennie.howard@edmn.org if interested!

