

# Shared Governance Meeting MINUTES

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<b>Meeting Date:</b>	Friday, January 20, 2017 1:00 to 2:30 pm ITV President's Conference Rooms N. Mankato & Faribault	<b>Next Meeting:</b>	Friday, February 17, 2017 1:00 to 3:00 pm Elysian Tourism Center Highway 60
<b>In Attendance:</b>	<p><b>Present:</b> Kurt Dershem, Dave Edwards, Arlene Eliason, Mark Friedman, Ala Garlinska, Renee Guyer, Dave Hammitt, Ryan Langemeier, Diann Marten, Jennifer Ongie-Jindra, Deb Selbach, Jay Wendelberger, Dr. Parker, Dr. Tarnowski, David Armstrong, Dawn Pearson</p> <p><b>Absent:</b> Jon Morgan, Lucinda Wells</p>		
<b>Agenda Items:</b>	<ol style="list-style-type: none"> <li>I. Call Meeting to Order</li> <li>II. Roll Call of Members</li> <li>III. Adoption of Agenda</li> <li>IV. Approval of Minutes (November 18, 2016)</li> <li>V. Human Resources Report</li> <li>VI. Grievance Representative Report - Diann Marten / Dave Edwards</li> <li>VII. President's Update - Dr. Annette Parker</li> </ol> <p><b><u>OLD BUSINESS</u></b></p> <p><b><u>NEW BUSINESS</u></b></p> <ol style="list-style-type: none"> <li>VIII. Class Maximum - Dr. Susan Tarnowski</li> <li>IX. IT Replacement Plan - Arlene Eliason</li> <li>X. Year Around Class Schedule - Jay Wendelberger</li> <li>XI. Process, Results &amp; Improvements (PRI)</li> <li>XII. Adjourn</li> </ol>		
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>IV. Approval of Minutes – November 18, 2016</li> <li>V. Human Resources Report</li> <li>VIII. Class Maximum</li> </ol>		

## Meeting Minutes:

Agenda Item	Minutes
<b>Call Meeting to Order</b>	Jay Wendelberger called the meeting to order at 1:03 p.m.
<b>Roll Call of Members</b>	See above.
<b>Adoption of Agenda</b>	Jay Wendelberger adopted the agenda with flexibility.

<b>Approval of Minutes (November 18, 2016)</b>	<p>Dave Edwards moved to approve the minutes as written. Renee Guyer seconded. Motion carried.</p>
<b>Human Resources Report</b>	<p>Dawn Pearson shared updated report. See attached.</p> <p>Jennifer Ongie-Jindra asked about the replacement for Margaret Brewer. Dr. Tarnowski will check on the status of the formal request.</p> <p>Discussed the single math position and Diann asked if there should be two positons. Administration agreed to review if two were appropriate.</p>
<b>Grievance Representative Report</b>	<p>Dave Edwards share that he and Diann worked with Joy Hansen to try and make the scheduling form as useful to the two of us and administration. The final version has been sent out and will take the form for a test run to see if it will work for next year. All division chairs will need use the current form. Need to have the cost center for each area the faculty are teaching in.</p> <p>Diann Marten shared the health insurance conversation she recently had with a faculty member. Dawn Pearson will look into this and report back at the next meeting or via an email.</p> <p>Jay shared that the chairs in LAS discussed where the dollars are coming from to fund department chairs and realized that it is coming out of departments. David Armstrong shared that this has been a historical problem and David is working on how to not charge to instructional costs; however, there are some MnSCU provisions.</p>
<b>President's Report</b>	<p>Dr. Parker shared the following:</p> <ul style="list-style-type: none"> <li>• Chancellor Interviews will be held first week in February <ul style="list-style-type: none"> <li>○ Feb. 7 – will meet with Presidents</li> <li>○ Feb. 8 – will hold WebEx interviews for all employees</li> <li>○ Feb. 9 – recommendation will go to the board</li> <li>○ New Chancellor begins August 1</li> </ul> </li> <li>• Rural Legislative Forum was held on December 8 on the N. Mankato Campus. There were several legislators attending and the focus was on Ag.</li> <li>• MSCSA Scholarship Gala attended on January 6 with other SCC representatives.</li> <li>• Hosted the MLK Community Event on the Faribault Campus on Monday, January 16. This was well attended for the third year event.</li> </ul>

	<ul style="list-style-type: none"> <li>• Legislative Visit was held last Friday on the Faribault Campus and today on the N. Mankato Campus. Share the legislators who attended. Discussion focused around the importance of our funding and our bond for the N. Mankato Campus. Many of our local legislators are in leadership roles in St. Paul.</li> <li>• MN Chamber Session Priorities was held on January 4 in St. Paul.</li> <li>• Achieving the Dream Update <ul style="list-style-type: none"> <li>○ Held conference call yesterday with ATD staff</li> <li>○ Conference held Feb. 21-24 attending will be Narren Brown, Judy Zeiger, Dave Edwards, Renee Guyer</li> <li>○ Will have a mentor assigned to SCC</li> <li>○ The cost to the college is \$75,000 per year</li> <li>○ Century College is the only state college in Minnesota that is an ATD college. Dr. Parker talked with Ron Anderson, Century College President, two years ago when we were first accepted.</li> <li>○ ATD will be as successful as we want it to be. Want to get all employees involved as we move forward.</li> </ul> </li> </ul> <p>There has been a new proposed bill called the BRIDGE Act S128 for the DACA students which AACCC has written a letter of support asking the Trump Administration to support.</p> <p>No community college has failed the Gainful Employment.</p>
<p><b>Class Maximum</b></p>	<p>ASL101 – Dave Edwards moved to approve. Ala Garlinska seconded. Motion passed.</p> <p>ENGL199 – Dave Edwards moved to approve. Dave Hammitt seconded. Motion passed.</p> <p>PHIL105, PHIL115, PHIL210 - Dave Edwards moved to approve. Would make an exception to approve this for fall because the paperwork was submitted and in order for the December meeting that was cancelled. Arlene Eliason seconded. Motion passed.</p>
<p><b>IT Replacement Plan</b></p>	<p>Mark Baas gave an update on the IT replacement plan. The 2015-2016 Strategic Priorities talks about this plan. The IT Support Technology Committee had their first meeting last week. There is representation from faculty, staff and students. Discussed the current process for faculty, staff and students as well as stats and budgeting. Will be meeting every two weeks until a collaborative plan is designed. The IT survey is looked at as part of this committee work. Last spring a survey was sent out regarding our new technology plan as well as a CTF survey was sent to students.</p> <p>Will be discussing costs in the upcoming meeting. Outlined draft costs on what technology would be needed on the desks. No</p>

	<p>decisions have been made.</p> <p>Jay Wendelberger shared that he has not had a bad experience with technology. A few years ago there were some problems with the tech carts but are now upgraded. Jay shared that he thought there seemed to be some grumbling about this in the past. Discussed if the technology replacement is sufficient for the desktops.</p> <p>Dave Hammitt shared that putting a policy together could cause some frustrations and how are we going to be equitable. This will be discussed in the upcoming meetings.</p> <p>Discussed the need for a policy as it would help put some general guidelines in place.</p> <p>All academic labs are on a rotation schedule. Every year 60 to 75 computers are ordered and put back on desks for use. There seems to be a process in place in classrooms but not for employees. Dr. Parker requested to have a similar process for all employees to address our Strategic Priorities.</p>
<p><b>Year Around Class Schedule</b></p>	<p>Jay Wendelberger placed this on the agenda as faculty schedules for next year were to be in by January. We are changing schedules all the time so would like to review the time frame of looking so far ahead. Need to then also let our adjunct know in advance if they will be teaching. Dr. Tarnowski shared that there are many students who are looking at a two-year schedule to plan their schedules for working students, parents, etc. Jay Wendelberger shared that the value of faculty submitting schedules a year in advance has not been demonstrated in data and that requesting faculty schedules a year in advance is unnecessary and serves no real purpose.</p> <p>Dave Edwards asked if the summer schedule could be posted as well as the fall schedule that we have currently have in place.</p> <p>David Armstrong shared that Minnesota State measures each college usage and SCC has a 43% utilization space rate for our facilities. We are losing funding because we are viewed as being ineffective in space usage.</p>
<p><b>Process, Results &amp; Improvements (PRI)</b></p>	<p>No PRI today.</p>
<p><b>Adjourn</b></p>	<p>Meeting adjourned at 2:28 pm</p>