

Shared Governance Meeting

Meeting Date:	Friday, September 25, 2015 1:00 to 3:00 pm Elysian Tourism Center Elysian, MN	Next Meeting:	October 23, 2015 1:00 to 3:00 pm Elysian Tourism Center Elysian, MN
In Attendance:	<p>Present: Kurt Dershem, Dave Edwards, Mark Friedman, Ala Garlinska, Renee Guyer, Dave Hammitt, Ryan Langemeier, Diann Marten, Jennifer Ongie-Jindra, Jay Wendelberger, Dr. Annette Parker, Dr. Susan Tarnowski, Dawn Pearson</p> <p>Absent: Bill Block, Jon Morgan, Deb Selbach</p>		
Agenda Items:	<p>I. Call Meeting to Order II. Roll Call of Members III. Adoption of Agenda IV. Approval of Minutes (April 24, 2015) V. Human Resources Report – Dawn Pearson VI. Grievance Representative Report - Diann Marten / Bill Block VII. President’s Update - Dr. Parker</p> <p><u>OLD BUSINESS</u></p> <p><u>NEW BUSINESS</u></p> <p>VIII. Class Maximum IX. 2016-2017 Calendar X. MnSCU Policy 5.20.1, Special Expenses and Chancellor/Presidential Expense - http://www.mnscu.edu/board/procedure/520p1.html XI. Charting the Future Committees & Work Plan</p>		
Attachments:	<p>IV. April 24, 2015 Minutes IX. Class Maximum X. Calendar (2015-2016) XI. MnSCU Policy 5.20.1 XII. Charting the Future Committees & Work Plan (3)</p>		

Key Outcomes & Tasks	
1.	<p>Class Maximum OTEC2855 Internship – Will need Lori Hood to sign as she is on the credentialed list. Not approved.</p>
2.	<p>2016-2017 Calendar Dave Edwards will put together a small group to determine details to finalize and better present to the President.</p>
3.	<p>Agenda Items for Next Meeting</p> <ul style="list-style-type: none"> • Mileage

	<ul style="list-style-type: none"> • OTEC2855 Class Maximum • 2016-2017 Calendar • CTF Committee Breakdown • Other items should be forwarded to Jay Wendelberger, Dave Edwards or Dr. Parker
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Meeting Minutes:

Agenda Item	Minutes
I. Call Meeting to Order	Dave Edwards called the meeting to order at 1:05 pm.
II. Roll Call of Members	See above.
III. Adoption of Agenda	<p>Dave Edwards welcomed new members – Dave Hammitt, Jennifer Ongie-Jindra, Bill Block, and Dawn Pearson.</p> <p>Jay Wendelberger moved to adopt the agenda. Dr. Tarnowski seconded. Motion passed.</p>
IV. Approval of Minutes (April 24, 2015)	Ala Garlinska moved to approve the minutes as written. Kurt Dershem seconded. Motion passed.
V. Human Resources Report	<p>Dawn Pearson gave an update on the positions/vacancies.</p> <ul style="list-style-type: none"> • CHRO – Filled and started - Dawn Pearson • CFO – Position will be reposted as there was not a strong slate of candidates. Will be using a search firm as we did not get the depth needed. This will be a national search. Will be using ACCT (Association of Community College Trustees) • Academic Advisor – Filled and started this week • CSS – Filled and will start October 7 • TAACCT – Filled and will start October 7 • Dental Assisting Instructor – open position • Nursing Instructor – reposted • CBI Reps – Interviews taking place next week <p>Jay Wendelberger shared that faculty are to be appointed to all committees and there have been nursing hires and has not been coming to Jay for faculty to serve on the committee. This request is to come through the union. Dawn will share this with Michele Brielmaier. Dawn needs to do some additional research and learning about the hiring processes. She has been receiving feedback.</p>
VI. Grievance Representative Report	<p>Diann Marten – no report</p> <p>Bill Block – absent</p> <p>Dave Edwards – Shared that he filed a grievance this summer on behalf of Faribault Campus who went to graduation and was not given mileage. The response was that graduation is not required</p>

	<p>therefore you are on your own time and dime. Need to talk about this more as it is not right to pay mileage when going to other campus for graduation. Need to talk about this before this is year is up. You do get mileage for coming here and it comes from your program cost center.</p> <p>Dr. Parker shared that she agreed with Dee that there would be a couple thousand dollars set up for Shared Governance mileage.</p> <p>Jay Wendelberger brought forward some of the curriculum and scheduling concerns by faculty as an awareness piece.</p>
<p>VII. President's Update</p>	<ul style="list-style-type: none"> • Keynote at Shattuck St. Mary's today for their Founders Day event. • Chairing the MCTC Presidential Search Committee. • Past weekend presented at SkillsUSA Leadership Development Institute in Washington DC. • Recently attended the Farmmerica Meeting as a board member. • Attended the Greater Mankato United Way event a couple weeks ago. SCC will be supporting the local United Way through Minnesota Combined Charities Campaign. • Meeting with GMG Young Professionals each month at SCC. • Attended Mayo Regional Board meeting as a Board member. They are building a new clinical center in N. Mankato and talked about SCC having a classroom in their new facility. Will be engaging with them more about this opportunity. • On the committee for the Comprehensive Plan for the City of Faribault. • Need support the HLC accreditation changes happening at the legislative level. Currently we have 4 concurrent enrollment courses offered through SCC. • Will be meeting with Taylor Corporation and another meeting with Olives Restaurant to discuss partnership opportunities in our Culinary program. • Faribault Campus – Shared some of the discussions and concerns. Feels empty, numbers are low, faculty are surveying their students. There are frustrations from Faribault students on course offerings, teachers come from Mankato. Diann shared that she did some research on whether students have enough options to complete an AA degree in Faribault. Kurt shared that offering hybrid classes for Faribault is a way to build up offerings on the Faribault Campus. ITV is not the most effective way to offer classes it seems. • Carpentry Program – Carpentry is booming right now. The start date for this program may need to be different than the other programs. Ryan Langemeier shared that the technical students are being recruited at the career fairs that are being held – this is

	<p>a concern. Dr. Parker will visit with the chambers regarding this concern. Need to figure out how we can partner with companies to allow students to continue and complete their education.</p> <ul style="list-style-type: none"> • Enrollment data shared: Dr. Parker shared the enrollment information as of Wednesday, September 24. Carol will share this information via email. • SCC President believes in full time faculty. During tough times we can't cut our way to prosperity. Made a commitment to full time and will continue to do this. • Will try and do more to be in the SCC halls so faculty, staff and students see more of our President. •
<p>VIII. Class Maximum</p>	<p>O TEC2855 Internship – Will need Lori Hood to sign as she is on the credentialed list. Not approved.</p> <p>Asked about the other 40+ class maximum requests and when will they be coming to Shared Governance.</p> <p>Dr. Tarnowski shared that they are in process. Last year was an evolving year. The rationale requested needs to be interpreted a bit better. Spent time at the end of summer with deans on how we move to present class max. The forms were completed but missing information to move forward. Conversations need to be held with appropriate staff to have an understanding. Many of the 40+ were course description changes or things that were not needed to come to Shared Governance. There will be several that will come forward.</p> <p>Jay Wendelberger shared that this body is not holding up class max changes – the class max only requires the appropriate signatures to approve by Shared Governance. The other information is what administration has requested.</p>
<p>IX. 2016-2017 Calendar</p>	<p>Dave Edwards shared that the two MSCF presidents and the College President sets the calendar. Brought to Shared Governance seeking input.</p> <p>Discussed summer start dates and can there be an earlier start date in May. Dave Edwards shared the history of how this evolved and at one time it began three weeks earlier. Proposed there be earlier start dates but have data for instructors on the high school students that take summer courses. Should advise financial aid on the impact as well. Diann Marten suggested three summer sessions.</p> <p>It was felt that the workshop day in April is needed but perhaps a different date.</p> <p>Dave Edwards will put together a small group to determine details to</p>

	finalize and better present to the President. The only thing this subcommittee will work on is the summer class schedule.
X. MnSCU Policy 5.20.1	<p>Dr. Parker shared that there has been some conversation around celebrations on campus. Looked at this in a couple ways: Adhering to MnSCU Policy and a cost perspective. Food costs last year amounted to \$73,000. MnSCU policy states that you are to schedule your meetings between 9 am to 12 noon and/or 1 to 5 pm so that state employees are not a part of meals. Presidents need to do some unique meetings or special events that allow the presidents to do this with a special account. This was one of the reasons why we have two celebrations at the college – one in December and one in May to recognize our faculty and staff.</p> <p>A message needs to go out to the college community on how this policy will be implemented.</p>
XI. Charting the Future	<p>Dr. Parker shared that the documents included is an outcome of what the presidents put together at the request of the bargaining units.</p> <p>Dr. Parker asked Peter Wruck to take each one of the strategies by number and identify the SCC committee that should be working on the specific number. If there is not a committee need to determine if there should be one created. Wants to see how these fit into the current SCC committees prior to creating a Charting The Future (CTF) committee.</p>
XII. Agenda Items for Next Meeting	<ul style="list-style-type: none"> • Mileage • OTEC2855 Class Maximum • 2016-2017 Calendar • CTF Committee Breakdown • Other items should be forwarded to Jay Wendelberger, Dave Edwards or Dr. Parker
XIII. Adjournment	Meeting adjourned at 2:58 pm