

**SHARED GOVERNANCE
MEETING
FRIDAY, MARCH 21, 2014
1:00 to 2:30 p.m.
ITV
Faribault – Room C23
N. Mankato – Room C129**

MINUTES

I) **Call Meeting to Order**

Meeting was called to order at 1:04 p.m.

II) **Roll Call of Members**

Present: Linda Anderson, Dave Edwards, Mark Friedman, Ala Garlinska, Jean Guerber, Renee Guyer, Darci Stanford, Sue Steck, Jay Wendelberger, Doug Wertish, Peter Wruck, Dr. Annette Parker, Dr. Susan Tarnowski, Karen Snorek, Dr. Anade' Long-Jacobs

Absent: Jon Morgan, Deb Selbach, Doug Yentsch

Guest: Diann Marten

III) **Adoption of Agenda**

Dave Edwards moved to approve the agenda. Darci Stanford seconded. Motion passed.

IV) **Approval of Minutes** (*Attachment*)

✓ January 17, 2014

Ala Garlinska moved to approve the minutes as written. Jean Guerber seconded. Motion passed.

V) **Human Resources Report** (*Attachment*) - Dr. Anade' Long-Jacobs

A number of positions are on hold for Dr. Parker to assess on how to move forward. The Bookstore position has been filled at 75% position.

Dr. Tarnowski shared that the Student Affairs positions are on hold and will be bringing some ideas to the Cabinet on Monday and will then be able to update on positions.

The Southern MN Center of Ag Administrative Assistant is a temporary position and has been filled. This Admin Assistant position is transcribing the videos and inserting closed captions for the Pork Producer project. Dr. Long-Jacobs will check into this position and see if it was posted. The Project Coordinator will be temporary based on future funding from MnSCU. Project coordinator will be activities based on the activities that will be coming on campus to coordinate serving as project coordinator. These positions are temporary as they are grant funded.

Brad Schloesser is a shared dean with MN West. The Project Coordinator is to help accomplish the projects that were identified to continue our funding for the Southern MN Center for ag to make sure we have our deliverables met for this academic year.

Asked how we communicate to the applicants that apply for jobs at SCC. Dr. Long-Jacobs explained that there are two systems in HR. One is resumix and the other is a keyword search. There could be as many as 175 applicants or more with this system. Those that are formally interviewed and not selected receive a response back from SCC.

Dr. Parker would like for SCC to use the same process for any open position at SCC.

Asked where the overload payment processing was at. Dr. Long-Jacobs shared that to date all requests have processed if HR has received. Dr. Tarnowski will look further into this and report back.

VI) **Grievance Representative Report** - Linda Anderson / Dave Edwards
No report.

VII) **President's Update** - Dr. Annette Parker

- **AQIP**

Dr. Tarnowski gave an update on the three AQIP projects. Ramona recently sent out communication on the details. Would like to see faculty work on the area that most interests them. The AQIP Steering Committee recently received a structure at the AQIP planning meeting. This accreditation process implies we are fiscally stable in terms of what we offer students and then we can ask how do we improve and make it better. The HLC President retired and the new president has community college experience which will be a benefit for us.

- **Bonding**

Dr. Parker shared that we have been working on bonding with legislators and meeting with the legislators. Senator Sheran and Rep. Johnson wrote the bonding language. We have great support for our N. Mankato Capital bonding project by our local legislators. The Governor proposal has SCC in his proposal. We also now have the House approval that includes the Mankato Civic Center, MSU, and SCC. Will be moving to Senate next week.

- **AMP**

Dr. Parker shared that a budget request for the State of Minnesota for us to take a lead in the initiative was recently submitted.

Will be holding a Manufacturing Summit in the Faribault community on April 17 and in the Mankato community on April 18. BOSCH and 3M want to be a part of this initiative and continue to work with them.

- **Installation**

BOSCH will be the main sponsor for \$25,000 along with FANUC and ed2go as sponsors. The Faribault Foundation has purchased four tables. The event will take place on Thursday, April 24.

OLD BUSINESS

VIII)

NEW BUSINESS

IX) **Class Maximums** (*Attachment*)
There were no class maximums.

Darci reminded the faculty that next month will be the last month for submitting for this year. The form only has changed. The process did not change. The form can be found on our web page under the Shared Governance Committee documents.

X) **Marketing / Public Relations** - Shelly Megaw

Shelly was not available.

XI) **Budget Update** - Dr. Annette Parker / Karen Snorek

Dr. Parker shared the President's perspective. Thanked MSCF, and Student Association for their support of the supplemental budget and their commitment on the capital bonding project. Approved the FY15 budget for \$17 M and approved FY16 and FY17 for \$17 M plus \$14 m for a total of \$31 M. The FY14 is still sitting there with riders - are not clear on the riders. However, it does say it is for salaries.

FY14 had \$17 million with restrictions regarding retaining quality employees --- hoping for the restrictions to be lifted and then the money would be distributed based on the "base" percentage. \$17 million will give South Central College approx. \$340,000. This would still come to the campuses this fiscal year.

The Governor and House have a supplemental budget which can include \$17 million unrestricted in FY15. Along with this is \$14 million for each of Fy16 and Fy17.

FY15 Leverage equipment – start getting donations/in-kind now. We currently have \$76,433.07 but our goal is \$161,356. The programs that collect the donation/in-kind will be the ones that will receive the match from the system office.

Current Fy14 enrollment is 2536 FYE. The FY14 budget was approved at 2700 FYE. This is 164 FYE's lower than expected which is \$793,104

Instructional cost study draft is out,, FY13 appears that SCC has a negative \$677,255. FY10 was negative 81,911. FY11 was negative \$184,167. Fy12 was negative \$350,417.

FY15 non-salary budget worksheet links were sent out. Need to have to Cabinet member by April 9th --- Academics may have earlier deadlines imposed by their deans.

FY15 – tuition is frozen.

XII) **Sexual Violence Policy** (*Attachmentss – 3*) - Dr. Anade' Long-Jacobs

Dr. Long-Jacobs referred to the attached documents which is the policy that came from MnSCU and will be posted. If there are any changes please let her know.

XIII) **Credentialing Update** - Dr. Susan Tarnowski / Dr. Anade' Long-Jacobs

Will move to the April agenda.

XIV) **Announcements**

XV) **Adjourn**

Meeting adjourned at 2:27 p.m.