

**SHARED GOVERNANCE
MEETING
FRIDAY, OCTOBER 25, 2013
1:00 to 3:00 p.m.
Elysian Tourism Center
Highway 60
Elysian**

MINUTES

I) **Call Meeting to Order**

The meeting was called to order at 1:03 p.m.

II) **Roll Call of Members**

Present: Linda Anderson, Dave Edwards, Mark Friedman, Ala Garlinska, Jean Guerber, Renee Guyer, Jon Morgan, Deb Selbach, Darci Stanford, Sue Steck, Jay Wendelberger, Dr. Annette Parker, Karen Snorek,

Absent: Doug Wertish, Peter Wruck, Doug Yentsch, Anade' Long-Jacobs, Mark Baas

Observer: Diann Marten

III) **Adoption of Agenda**

Sue Steck asked to add under New Business agenda item – Computer and Tech Carts. Darci Stanford moved to approve with the addition. Dave Edwards seconded. Motion passed.

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

✓ September 20, 2013

Sue Steck moved to approve the minutes as written. Renee Guyer seconded. Motion passed.

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

Dr. Parker addressed the report:

- Vice President of Student & Academic Affairs committee is being finalized – two community members from each community. Search consultant is screening and doing first round interviews and will send committee the first screened list, but also asked to share the full list with the committee. Timeline is aggressive – making offer second week in December with start date in January. Dr. Parker will ask Anade' to send out more information on this search process.
- CBI Director – will be posted very soon.
- Marketing/Alumni Coordination and Marketing/Public Relations Director - these are two separate positions. They are both vacant positions and hoping to make offers next week.
- Shared Governance asked if a more detailed HR report could be shared – similar to what had been shared in the past. Dr. Parker will ask Anade' to put together a more detailed HR report.
- Asked about the employment of Kathi Rusch – Dr. Parker shared that the Perkins work was reviewed but was determined that it would continue to report to the VPSAA until the position is filled and can determine how this will be structured.
- Lisa Lamor will be working with the faculty to assist with curriculum development and instructional design work and reports to the VPSAA. The D2L support will be a support person in the IT department.

- Darci Stanford suggested that Dr. Parker share what is happening at the college level with CTL at the MnSCU Leadership Council meetings. This is a system wide discussion and issues all campuses are dealing with.

VI) **Grievance Representative Report** - Linda Anderson / Dave Edwards
Linda Anderson – Step 1 grievance for compensation while on sabbatical - was able to settle.

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

Snap-On / Bosch Partnership

Dr. Parker is moving forward with the Snap-On agreement. Looking at a tool chest for students where they would use our tools and after successful completion would receive a Snap-On tool chest. Currently working with Bosch – no formal agreement at this time.

MAP Report

No final report.

Advanced Manufacturing Partnership Steering Committee

This is President Obama Administration initiative. There are 25 members on the steering committee and five work groups. We have SCC individuals identified on the workgroups including MSU in the engineering area. The community will be included as we move forward. Dr. Parker is co-chairing the Workforce Development work group with the CEO from Siemens.

SelectUSA Summit

Shared the agenda and her presentation on November 1 in Washington, D.C.

Made in Faribault Manufacturing Luncheon – Tuesday, October 22

Dr. Parker was a presenter at this luncheon.

Region 9 Community & Economic Development Committee – Friday, October 25

Met and presented at this Region 9 Committee.

SCC Strategic Plan

Stress tested yesterday with the N. Mankato Foundation Board.

Program Review

Would like to share data that is being gathered and provide this information through program review. Would like to use Appreciative Inquiry in this area. Would like to entertain the faculty evaluation process using Appreciative Inquiry

VIII) **Facilities Update** - Karen Snorek

Karen shared

N. Mankato:

- Shared the Power Point presentation used with the legislators and Karen encouraged all to review. We want to secure the \$7.4 M. If we receive bonding in May 2014; we then hire architect to do design development and construction documents that take us through January; secure contractor; begin project Spring 2015.
- Remodeling Research Planning area. John Vogler will move to this area and need to accommodate this by a small remodel area. While remodeling the staff will be spread throughout the building.

Faribault:

- Karen was on the upper floor of the new construction area. November 11 the construction crew will be working. Need to secure with roof as soon as possible. Heat is going on so the Academic Support area is heated. Portable heater in the new admin being pushed into bookstore.
- Between the current student affairs and admin the walls need to remain. Walls between admin and CIM can be removed. Working with Bosch, high school and architects to put together a plan on how we open the space up to bring in our new programming. Would

like a plan by January as we move Student Affairs and Administration to the new area with classes starting in August 2014 with our Advanced Technology area.

- Karen shared the work she is doing on the Master Facility Plan working on getting an architect in place to start the work. MnSCU has criteria on how this plan needs to be put together. There will be faculty and staff involved in putting this plan together. Will need to present in the fall 2014.

OLD BUSINESS

XI) Faculty Evaluation Process

See above. This is moving forward in a slightly different way.

NEW BUSINESS

IX) Calendar 2014-2015 (Attachment) - Dr. Annette Parker / Darci Stanford / Jay Wendelberger

As an information item this would be the calendar that would move forward. Discussed the April 10 day and could this be earlier in the year. It was agreed to leave the calendar the way it is distributed and begin working on the 2015-2016 calendar.

Discussed the summer schedule and how many high school students are attending. Dr. Parker will talk with Dena to look at this data and have a broader discussion.

X) ULA - Dr. Annette Parker

Dr. Parker shared that there will not be any ULA's. Credentialing is an issue and will be looking into this in more detail. Jay Wendelberger has asked that Anade' share the credentialing information with him.

XI) Computer & Tech Cart

Sue asked about the concern in the classrooms on how slow our technology is in the classrooms on the tech carts. This seems to be happening in multiple classrooms. Would it help for the faculty to have a laptop with their software loaded on their laptop. Dr. Parker and Karen will visit with Mark Baas on this concern.

XII) Announcements

Question was asked about the dress code - Dr. Parker shared that the dress code is for the Administrative Office area.

XIII) Adjourn

Meeting adjourned at 2:57 p.m.