

MMC Council Meeting
October 22, 2009
1:30 p.m.
TRF 662, EGF 301, & Roseau

Attendees: Charles Gray, Michelle Benitt, Nicole Hagen, Becky Lindseth, Anne Temte, Pam Schorsch, David Olsen

Absent: Jerry Schulte, Kristi Lane, Kirsten Michalke, Kent Hanson

Pandemic Planning Discussion:

President Temte reported that some of the area's schools have closed for one or more days due to influenza outbreaks (of various types) in Crookston and Warren, and Pam reported high absenteeism at East Grand Forks Central High School this week. There have been some college employee absences due to influenza, taking leave either for themselves or for care of family members. Becky noted that employee absenteeism can result in a heavier workload for those who are not ill, and stressed the importance of being patient when needing assistance from individuals or departments experiencing high absenteeism. Becky stated that hygiene supplies have been strategically placed around the campuses, and departments may also purchase supplies for their individual offices or dept. from the bookstore, to be charged to their departmental supply budget. She reported that the virus germ typically has a life of 8 hours on a surface. Charles reported that keyboards in common areas, such as labs, cyber areas, etc., are being sprayed with a disinfectant at the end of the evening. But since the virus germ dies off after 8 hours of no contact, that schedule may be changed to mid-day, since the germs die off overnight when computers are not in use. The disinfectant is expensive. Dave questioned the need or value of using the sprays, and endorsed the use of hand sanitizers more regularly. Considerations will be given to suggestions to change the schedule, reduce the use of spray, and increase the numbers and locations of hand sanitizer dispensers.

President Temte stated that administration and faculty will be discussing issues surrounding absenteeism of students, particularly those enrolled in programs requiring a set number of clinical or laboratory hours, and when those hours can be made up. Faculty have been asked by administration to be flexible in dealing with student illness. Nicole Hagen brought up a concern on the Roseau site where students, who are obviously ill, are coming in for class or for test proctoring. She inquired if she had the right to send them home or not. Discussion was held and Becky stated that is ultimately the faculty member who needs to make a decision on whether to allow a student to make up a test at a later time or not, or to excuse them from class. President Temte stated this topic, as well as other pandemic plan information, will be discussed with faculty leadership at the next Shared Governance Council meeting.

Budget Reductions for FY11:

President Temte stated that administration is building next year's budget on current information from the Office of the Chancellor, but unfortunately the information changes frequently. We expected an unallotment of approximately \$350,000 for NCTC, but we were informed yesterday that the reduction may be much more than that. What we thought was a \$50 million cut to MnSCU could go up to \$75 million, resulting in a significantly higher reduction to NCTC. She stated that according to the faculty contract, notices of reductions in unlimited faculty must be issued by Nov. 1st. That is why administration is determining some budget reductions for FY11 at this time.

She stated that even in times of reductions and budget constraints, we need to continue to move the college forward with initiatives that support the college's strategic plan, such as creating new positions

in some areas where the potential for growth or reduced expenditures is evident. She stated that most of the reductions will result in academics. She stated, for example, that 106 credits of release credits are paid to nursing faculty (equivalent to 3.5 FTE positions). Release time does not generate paid student credits, and they bring down the student/faculty ratio. Administration's intent is to hire a Dean of Nursing to replace some of those release credits, at a lower cost. Faculty cannot supervise nursing faculty, but a Dean can, so that will relieve the current Academic Deans from that role.

Pam Schorsch relayed concerns that have been expressed to her by various employees about being fearful of losing their jobs, and some don't feel able to do all that is asked of them. President Temte stated that, in some cases, support staff need to "not do" some of the things they've always done, in order to make time for new things that need to be done. An example brought up was the implementation of ImageNow software for record management – and being able to let go of the old way of doing things, for those "just in case" reasons. She encouraged staff to discuss these issues with their supervisors.

President Temte stated that with growing enrollments, more students need more assistance. She stated it's possible that we'll need to hire more MAPE or AFSCME staff sometime in the future to be able to serve the needs of the students. We reduced last year's budget in part by eliminating some support staff positions.

Updates from Members:

Charles Gray brought up the topic of data security issues within the college environment. He is responsible for monitoring the network for security problems. He reported that another security risk via the Koobface virus in Facebook had been found. Upon inquiry from Dave, Charles relayed his concerns about employees' use of wallpaper, screensavers, and other tools that are downloaded to the computer that increase the risk of acquiring viruses, thus creating a possible breach of secured data. After discussion, President Temte asked that Charles present his concerns and information to the Cabinet in the near future. He may be asked to do subsequent presentations at all-employee meetings and to other employee groups as well, to ensure employees are aware and understand the risks and consequences involved in accessing certain types of sites on the internet.

President Temte encouraged everyone to stay healthy and stated she appreciated the open communication at the meeting.

Meeting adjourned at 2:30 p.m.

Next meeting: November 19, 2009; 1:30-2:30 p.m.

Cindy Cedergren, Recorder