

Shared Governance Council Minutes

September 14, 2004

2 p.m., TRF Campus, Room 654

Present: Linda Samuelson, Dan Sponsler, Norm Halsa, Deb Jacobson, Kathy Olson, Kevin Stuckey, Roger Peterson, John Doppler, Dorinda Sorvig, Al Shervold, Barb Weber, Barb Forrest, Chris Reak (substitute for Dan Edman), Orley Gunderson, Kent Hanson, Steve Alston, Jeff Thomas. Guest: Dennis Paesler. Recorder – Cindy Cedergren.

Old Business:

Class Size (caps and minimums): Faculty stated that class sizes need to be determined by the end of fall semester for next fall semester. It was noted that faculty rejected the proposal from administration at the May meeting. Faculty will bring back the proposal to their chapters and discuss how to re-approach the issue. Administration will continue to work on resolution. Faculty asked that ITV and on-line courses also be included in the size determination. Administration is surveying other consolidated MnSCU colleges on the overall class size issue. **Not Resolved.**

Dept. Head/Division Chairs: TRF faculty suggested starting over on the process of determining a structure for the TRF campus (primarily Liberal Arts faculty). A task force of faculty and academic deans was formed. The following volunteered at the meeting: Linda Samuelson, Dan Sponsler, John Doppler, Barb Weber, Jeff Thomas, Steve Alston, and Kent Hanson. **Not Resolved.**

EGF Counselor Position: EGF faculty inquired about the status of the position. Administration reported that two names had been forwarded to the President and background checks are in progress. An offer will be made soon. **Resolved.**

New Business:

Special Arrangements with Faculty: Chapter President Dan Sponsler offered a word of caution to administration when making special arrangements with faculty. He stressed the importance of involving the union representatives, to ensure no contract violations occur. **Resolved.**

2005-06 Academic Calendar: Faculty requested that work begin on the 05-06 calendar as soon as possible. Administration stated it is beneficial for the colleges throughout the region to have the same or similar calendars. Kent Hanson will check on the status of the MSCTC calendar and will share it at the next meeting. A committee of faculty and administration will be formed to propose a calendar. **Not Resolved.**

Organizational Chart: Administration distributed copies of the current chart and addressed faculty questions.

Academic Appeals Policy: Chapter President Linda Samuelson expressed faculty's concern about having a student representative on the appeals committee and the issue of confidentiality. It was determined that the Academic Affairs and Standards Council should address this issue and discuss/review the membership structure. Changes can be made to policies throughout the year as needed, but administration expressed concern about changing student policies contained in the handbook. **Referred to AASC.**

EGF Evening Liberal Arts Offerings: Concerns were raised by TRF faculty about the Liberal Arts courses being offered at EGF. Dean Alston reported that many courses are being offered in late afternoon-evening (4 p.m. or later); 23 courses of General Ed. (formerly offered with NTC) are being offered for the technical program needs, of which some are offered during daytime hours to accommodate those programs. TRF faculty expressed concern about competing with TRF daytime liberal arts courses. Administration will keep this concern in mind as they develop spring schedules.
Resolved.

Committee Structure: A proposed list of college-wide and campus-based committees was presented and discussed. Administration will inform faculty presidents of the number of faculty desired for each committee. Questions were raised about the elimination of the Gender Equity for Athletics/Student Life Committee. Administration will check on this concern. **Not Resolved.**

On-Going/Informational Items:

Naming of Swenson Field: Dr. Gunderson reported on the process followed in seeking input for naming the football field/track complex in honor of Lowell T. Swenson. It is the intent to dedicate the field on October 16th during the Athletic Hall of Fame game.

Budget: Administration shared information regarding financial matters: Revenue/expenditure projections for FY05; Cash split for FY04 General Fund between MSCTC and NCTC; Appropriation information from MnSCU. Dennis Paesler reported that the current budget was built on a projection of 2,560 FYE, of which we have exceeded already (currently 2,600 FYE). Dr. Gunderson shared information about the state's projected \$1 billion deficit; the state's assumption of a 4% tuition increase, increased accounts receivables, tuition history throughout the MnSCU system, and the soon-to-be-released Citizens League Report. He encouraged faculty to get involved in the political election process to make sure the educational needs are addressed.

Strategic Plan: Steve Alston reported that the Deans are reviewing the action plans within each academic area. The first deadline for submitting proposals to be funded through strategic planning funds is October 1st. Steve encouraged all faculty to consider submitting a proposal. A reminder will be sent this week.

Higher Learning Commission: Administration reported that Avis Dyruud is writing a report that is due in February. This report is a preface to the focus visit scheduled here in May.

Meeting adjourned at approximately 3:30 p.m.

Next meeting: Tuesday, October 12, 2004 @ 2 p.m. at EGF Campus.

Linda Samuelson
TRF-NCTCF Chapter Pres.

Dan Sponsler
EGF-NCTCF Chapter Pres.

Orley D. Gunderson
NCTC President

