

MnSCU CTL Steering Committee
September 13, 1999
ETC Building, St. Paul, MN

Present: Chuck Lyons, John O'Brien, Jane Miller, Larry Oveson, Barbara Herrmann, Kia Witte, Sarah Smith, Jeanette Daines, Gretchen Dorn, Kathryn Kelley, David Abel, Bruce Romanish, John Shabatura (Labor Relations), Deena Allen

Conference

Phone: Candace Barnack

Absent: Kathleen Nelson, Roseanna Ross, Barbara Lee, Russell Lee

Review of Minutes: Approved

Election of new Steering Committee Co- Chairperson:

Chuck Lyons was nominated and approved. He will be the chair for a term limit of one year.

New Board Members:

There will be two new board members from MCCFA. They are Le Lucht from Minnesota West, Worthington and Aaron Wenger from Itasca Community College. Ed Schones, President of UTCE, will be appointing three new members. David Abel, IFO, will be appointing one new member. One more president and one more CAO will be asked to become members.

New Staff:

Gretchen Dorn will be the new UTCE CTL Coordinator. Kia Witte will be the Kellogg Leadership Institute program director. Therefore we will need another MCCFA faculty coordinator by January.

There have been several issues raised with posting of new positions for the CTL and the paying of stipends/honraria.

Labor Relations wants the faculty coordinators to be under a different contract, not on release time. Linda Baer, Deena Allen and Jane Miller are working on this problem.

John Shabatura says that because it is a monetary payment it must be treated as salary. The exclusive representatives of the faculty would be able to negotiate with these issues. There are two ways to approach this: (1) Leave this to the discretion of the faculty representatives to approach MnSCU regarding this or (2) We could approach them and

reach an agreement with them. Labor relations will defer to this committee as to how CTL would like to proceed.

Labor relations does not have a say as to what bargaining units a position falls into. This is determined by Human Resources based on the nature of the work. With faculty it depends on the institution at which they teach.

Human resources looked at these positions and felt they were not faculty positions. The questions is: If they are not faculty positions where do they belong. As of today, there has been no determination as to where they belong. Academic Affairs feels that this is faculty work.

There are many questions that need to answered. Would the faculty be still on their campus roster or would they be transferred to the system office? What would happen to their seniority, benefits, etc.? In the past, they stayed on their campus roster. The faculty representatives Dave Abel, IFO, and Larry Oveson, MCCFA, would like to it to remain the same. These are temporary assignments. Faculty feel they would have more credibility if they were still affiliated with their own unions. Faculty coordinators need to be able to interact with faculty as faculty. If the program is going to be successful it needs to remain with faculty to keep the integrity of the CTL program. MCCFA feels that the position descriptions should be changed to reflect that these positions are faculty positions. Do not initiate bargaining with the units at this time.

It is felt that these issues can be resolved quickly.

As to the stipend/honorarium issue, there are other problems. The stipend/honorarium according to the IFO contract, cannot be given to faculty. They can only get reimbursement for expenses. UTCE contract does not have language regarding stipends.

Deena Allen and Jane will meet with the union presidents to find out how stipends/honoraria are addressed in each contract and come to some agreement as to how these stipends/honoraria will be treated.

Distance Learning Conference:

Money was given to the CTL by Harry Pontiff's department to send faculty to one of two technology conferences. One was in Madison in August and the other will be in Chicago in October.

Madison:

Chuck Lyons really enjoyed it, but he felt he was not advanced enough in some cases. He felt, overall, it was a good conference. Both Chuck and Barb Herrmann felt that they needed to split the conference into two groups, advanced and beginning. People attended the Madison conference from all over the world. Eleven institutions from MnSCU were represented in Madison. There will be 16 institutions represented in Chicago, for a total

of 75 faculty. Faculty were asked to submit a short report on what they experienced and how they were going to use it in their classrooms.

Lab Centered Instruction:

This conference will be held on September 23 at Minnesota State University – Mankato. Aaron Wenger is in charge of this workshop. This was started by faculty who received a grant from the NSF. This workshop not only includes MnSCU faculty, but also high school faculty in the state.

Global Education Conference:

Global Education is holding its 1999 International/Global Education Conference, "21st Century Visions and Best Practices - Global Education Challenges for the Minnesota State Colleges & Universities", November 18-19, 1999 at the Sheraton Midway in St. Paul, MN. The speakers are Richard H. Stanley, President, The Stanley Foundation and John Halder, Executive Director, Community Colleges International. David Levin will be also be talking about Fulbright resources. The flyer was sent to Presidents and CAO's, student affairs, and international contact persons. Global Education is receiving support from the US Department of Education so we will be able to support teams from the state universities so they can attend. There have been good responses from the universities. The teams of five people will consist of the President, CAO and three faculty. This follows the model of the Stanley Foundation. The costs will be provided by the institutions. Some colleges are working on global education plans.

There have also been several visitor delegations visiting MnSCU. This week there is a Japanese delegation of educators interested in distance learning applications. We also have a person visiting from Melbourne, Australia. She is working with Canada on virtual communications. She will be meeting with businesses all around the world regarding this virtual course. The marketing commitments that she has are astounding.

MN International Center is helping us to find places for 8 international visitors to go to visit community colleges. These are publicized to a limited number of people.

Regional Activities:

Map of regions was handed out. The state is divided up into three regions. Kathryn has the northern part of the state. Kia has the southern part of the state. Gretchen will have the center of the state. The metro area is divided between the coordinators. They will visit each campus. When they visit the campuses they will use a mini survey to find out what the CTL leaders are doing. It is felt this "reach out and touch somebody" approach will help CTL to connect with campus leaders.

Kathryn's group in the northwest will be doing the 2000 Fall Conference. They will be planning this conference next week. Kathryn is meeting with her Wilmar group this month as well.

There will be a state-wide conference in August of 2000 at Cragun's, instead of doing two state-wide conference. There will be regional conferences sponsored by the various regions supported by MnSCU CTL (see above).

CTL Update:

Kia is the editor of the Update. There have been two issues published. We did not get a lot of feedback due to the fact that it went out in the summer.

Video Orientation Project:

John O'Brien had the idea of doing a video orientation for MnSCU new faculty telling them what is available to them through MnSCU.

Jane Miller would like a subcommittee to steer this process. Jane explored working with Normandale Community College and MnSAT. It became clear that MnSAT would be the best to go with. The budget will be \$50,000. MnSAT came with a bid of \$38,000. There is not a timeline for this project.

This could also be put on CD Rom which would make it more flexible. One copy for an on campus orientation and one general one. Barb Herrmann suggested that we pull segments for the legislature. An annual what's new at CTL could also be added every year.

Volunteers for this committee were John O'Brien, Gretchen Dorn, Jeanette Daines, Barb Herrmann, and Larry Oveson.

CTL Leaders:

There will be a new CTL campus leader orientation held on October 1, 1999 from 1 – 4 PM at ETC. This is to get them up to speed before the November workshop.

There is a meeting of a planning committee made up of CTL Leaders on September 21, 1999. They will advise us as to what the agenda should be for the November Leadership workshop. They will also review the manual prior to that meeting and bring their edits and suggestions for the manual.

Steering Committee's Role in CTL Leader Selection Criteria:

Who becomes the CTL leader? It was agreed previously that faculty should select the person. We would like the CTL leader selected by the faculty. This needs to be communicated to the CAO's. Jane has been told she would have three hours at the CAO's meeting to discuss all of faculty development.

Normandale has a position description for their campus CTL leader as does the CTL. These will be the basis for the final description. Jane will put together a memo to CAO's, union presidents, etc. It will include a position description, annual selection process, selection to take place in the spring, with the expectation of a minimum 2 year term.

New Programs:

Bush:

Jane Miller handed out a Bush Q&A and timeline. This Q&A is something Jane worked up for the MCCFA union newsletter. It will be sent to IFO and UTCE for their newsletters. This is a quick way of describing the Bush Grant.

The Year One Goals from the grant are basically a to-do list. Evaluation activities are underway with Connie Schmitz, the outside evaluator.

We will be distributing more information to the CTL leaders. It will also be built into our CTL leaders workshop.

All though Bush will have a separate Advisory Committee, the role of CTL Steering Committee will be as that of oversight of the Bush Project. This committee will be augmented by members of the CTL Steering Committee.

Kellogg:

There has been a press release issued announcing the receiving of MnSCU of a \$325,000 Kellogg Foundation Grant to develop a leadership institute for faculty and administration. This will be a two-year program for transformational leadership. There will be an advisory committee to recruit, advise and develop curriculum. There will also be a series of workshops.

Kia distributed a timeline and a list of members of the Kellogg advisory committee. The first workshop will be January 20-21 with Ted Marchese January 20-21, 2000, editor of the "Change" magazine published by AAHE.

Next Meeting:

The next meeting of MnSCU CTL Steering Committee will be Thursday, November 18.