



St. Cloud State University Faculty Association  
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## SENATE MINUTES

September 9, 2003

Attendance: (Those present indicated by an underline)

Officers: Fisher, Larkin, Schoenberger, Williams, Buske.

IFO Board: Kilborn, Johnson, Hill, Negotiator: Langen

**BUSINESS:** (Unit Representative) SubbaNarasimha, (ACCT) vacant, (BCIS) Herath, Song, (FIRE)

Hudson, (MGMT) Roth, vacant, (MKGB) Gulati, Johnson

**EDUCATION:** (Unit Representative) Hornstein, (CFS) Hasslen, (LDR) Schulze, Kayona (CEEP)

Downing, Peterson, (HRESS) Zezony, Martin, (HURL) Tripp, (SPED) Salk, vacant, (TDEV) vacant,

Tabakin, vacant

**FINE ARTS & HUMANITIES:** (Unit Representative) Kilborn, (ART) Weston, (CDSI) Whites,

(ENGL) Dorn, Condon, Robinson, vacant, (FORL), Langen, Cheeseman, (COMM) Rodriguez, vacant

(MUSIC) Fuller, Springer, (PHIL) Nuccetelli, (CMST) Wells, Wildeson, Ringer (THFD) Hyde

**SCIENCE & ENGINEERING:** (Unit Representative) Akubue, (AVIA) Anderson, (BIOL) Julius, Gazal,

Schoenfuss, (CHEM) Sadrai, Dvorak, (CSCI) Hu, (EAS) Hansen, (EE) Petzold, (ETS) vacant, (ME)

Covey, (MATH) Kalia, Theisen, Buske, (NURS) Herm, (PHYS) Nook, (STAT) Lawal, Gammell

**SOCIAL SCIENCES:** (Unit Representative) Ore, (CMTY) Tripp, (CJUS) Gilbertson, Andzenge, (ECON)

Banaian, Kang, (ES/WS) Lacourt, vacant (GEOG) Wong, (HIST) Glade, (POL) Wagner, (PSYC) DeVoe,

(SW) Chesborough, (SAN) Gold, Lavenda

**SPECIAL SERVICES:** (Unit Representative) C. Inkster, (COUN) Gasparino, (LR&TS) vacant, Motin,

Hergert, (MEN'S ATHL) vacant, (WOMEN'S ATHL) Odette, (OAA) vacant

1. Call to order at 3:15 PM

Motion to move to 6a, b, and c (Whites/Lacourt) passed.

2. Minutes:

- a. Executive Committee Minutes of May 13, June 17, July 22, and August 12 (Attach. 2a)

Motion to approve actions taken in the May 13 Executive Committee minutes (Schoenberger/Ore) passed.

Motion to approve actions taken in the June 17 Executive Committee minutes (Condon/Schoenberger) passed.

Motion to approve actions taken in the July 22 Executive Committee minutes (Ore/Condon) passed.

Motion to approve actions taken in the August 12 Executive Committee minutes (Anderson/Whites) not passed.

Motion to table indefinitely the motion to approve actions in the August 12 Executive Committee minutes (Andzenge/Ringer) passed.

Motion to request the IFO Board instruct the IFO negotiating team on the IFO staff contract to change the supervision of the FA staff that operates out of the St. Cloud State University campus to the SCSU FA President and then the SCSU Executive Committee. (Larkin/Schoenberger) passed.

- b. Faculty Senate Minutes of May 6, 2003 (attachment 2b)

Motion to approve Senate minutes of May 6, 2003 (Ore/Schoenberger) passed.

3. Treasurer's Report

- Dale Buske presented the Treasurer's Report.

4. Consent Agenda

- There were no items in the Consent Agenda.

5. Call for additional agenda items

Motion to add items from the last Senate meeting (May 6, 2003) to Old and New Business on the next Senate meeting agenda with the understanding that some filtering will take place to remove items no longer relevant (Kilborn/Schoenberger) passed.

6. President's Comments

a. Welcome Address

President Fisher took a few minutes to give a welcome to all Faculty Senators and she indicated that she had invited all faculty new to campus to attend this meeting. One new senator identified herself and was welcomed by all.

b. Introduction of FA Staff

Staff members Monica Nayenga, Office Manager, and Donna West, Administrative Assistant, were introduced to the group. They made short remarks. President Fisher pointed out the large quantity of work accomplished each day in the FA office and thanked Monica and Donna for their many efforts on the faculty's behalf.

President Fisher asked faculty to please give a short subject statement if they leave a voice message when they call the office. The FA office has three phone lines coming in and about 100 e-mails are received a day, so it is a very busy place. Also, if you could indicate the urgency in your message, it would be very helpful.

c. Procedures & Process, SCSU FA Constitution, MnSCU/IFO Collective Bargaining Agreement, Robert's Rules of Order, Committees, Senate's Role

President Fisher mentioned that faculty can use the IFO and FA websites as resources, and this is where we will find the FA Constitution (newly updated last spring), the bylaws, and the MnSCU collective bargaining agreement. President Fisher explained that the one decision making body in the FA is the Faculty Senate. Motions that are passed in Senate are the recommendations that go to the Administration. The Executive Committee is a subset of the Senate. That committee's role is to keep the issues moving. It is not above the Senate, and its

minutes come to the Senate for approval. All the minutes of the various faculty committees also come back to the Senate for approval. The Meet and Confer team is the same as the Executive Committee. Their role is to represent the FA in meetings with the administration as they discuss policy, curriculum, evaluation of students, procedural issues, budget planning, etc.

President Fisher will begin to draft some operating procedures that she will bring to the Senate for the faculty to examine. These would help everyone understand how we operate. She mentioned that the senate will follow Robert's Rules of Order and senators were provided with a copy of basic principles.

d. IFO EC Meetings – August 14 and September 4

Theresa Fisher can summarize important information brought back from IFO meetings for Senators.

e. Statewide Meet & Confer – August 15 and September 5

f. Meet & Confer Retreat – September 2

- We will receive a report from this retreat; it will be brought to Senate.

7. Old Business

8. New Business

a. FA Staff Job Description (attachment 8a)

Motion to approve FA staff job descriptions (Hudson/Schoenberger) passed. These will be taken to the IFO Board.

Motion to move agenda to 8E (Larkin/Ore) passed.

Motion to move agenda to 8C (Buske/Whites) passed.

b. Sanctioned Meetings

c. FA Constitutional By-Law Changes – 1<sup>st</sup> Notice

d. Meet & Confer – September 11

It was requested that the Meet and Confer team ask the Administration for a statement that no one received steps on this year's contract for promotions approved in the spring. We want to make sure there has been no differential treatment.

e. Election of Faculty Representatives to the Task Force on the Restructuring of the University

Elected were: FAH: Suellen Rundquist; COSS: Eungmin Kang; COSE: Tony Hansen; COE: Rod Dobey; SPEC: Gretchen Starks-Martin; COB: P. N. SubbaNarasimha

f. Civility and Academic Freedom (attachment 8f)

- Please discuss this document with your department to determine if you support or if revisions should be made for further discussion in Meet and Confer and Senate.

9. Adjournment at 5:15 PM