

Department of Health & Human Development

Faculty Meeting
Herrick Hall 308
Friday, April 21, 2006
1:30 p.m.

PRESENT: Sandy Bailey, Christina Campbell, John Christopher, Suzanne Christopher, Kate Comstock, Penny Dahlen, Mike Hahn, Alison Harmon, Dan Heil, Holly Hunts, Bethany Letiecq, Léhilina Marlow, Laura Massey, Mary Miles, Greg Olson, Sandy Osborne, Lynn Owens, Craig Stewart, Jill Thorngren

GUESTS: Deb Redburn, Development Director

MEETING CHAIR: Craig Stewart

I. Opening Remarks

Craig welcomed everyone and started off the meeting by giving the floor to Penny Dahlen, who said a few words on behalf of the Awards Committee and presented Wendy Bianchini with a beautiful plaque...

A. Teachers of the Year

1. Congratulations to **Wendy Bianchini**, who was voted **Adjunct of the Year!**
 - a. Wendy said a few words, telling us how much she enjoys contributing to interactions with students.
 - b. She also expressed how happy she is to be connected to all of us.
2. Congratulations to **Mary Miles**, who was voted **Teacher of the Year!**
 - a. Mary said she was happy to “win.” ☺

B. Dean’s Office Update (Deb Redburn)

The floor was then given to our Guest, Deb Redburn. She expressed that she is interested in knowing what’s going on with us and that she will come from time to time to our faculty meetings to be in the know. Then she updated us on a few things.

1. There is a new director, CEO & VP for Development.
2. The MSU Foundation is very interested in building bridges between the Foundation and the University.
3. The Putting Students First Scholarship Campaign, which concluded on December 31st, was a big success.
 - a. The goal for the campaign was \$18 million.
 - b. The MSU Foundation ended up with \$22.7 million! That’s nearly \$5 million over the desired goal!
 - c. HHD alumni alone contributed \$584,000!
4. A new campaign has already started that will go for five years, until December of 2010. President Gamble wants it to reach \$100,000,000.

5. Deb Redburn asked us to please send her any ideas for our College “Needs Assessment” that could be incorporated into the upcoming capital campaign. The tentative categories include:

- a. Scholarships/Fellowships
- b. Faculty Development/Enhancements/Chairs
- c. Facilities Improvements
- d. Discretionary Funds
- e. Programs

All ideas will be evaluated as to need, so dream big! Deb Redburn and Larry Baker will be meeting with the campaign consultant on May 16, so she needs our ideas ASAP. We know this is a very busy time for you, but if she could have your input by May 10, that would help them in their discussions.

6. Projects already underway: (They’re focusing on things that students use first.)

- a. Foods Lab
- b. CDC
- c. Nutrition Labs

7. Your suggestions and emails to Deb Redburn, you should also “cc” to Craig so at least two people know.

8. There will be a 50 & 60 Year Reunion for Home Economics and for the PE people.

- a. May 5, 2006
- b. 10:30am
- c. HPEC

Please attend. Alumni like to hear from faculty and would enjoy seeing you there!

C. Construction

After Deb Redburn finished with her updates, Craig took back the floor.

1. Craig let us know that construction has started on the PE Complex and that the finish date is projected to be in 18 months.
2. There are no bathrooms, except for a port-a-potty on the sidewalk outside the HPEC.
3. There are now looking at what to do with the classes that used to be in the PE Complex.
 - a. We have now topped 650 majors. The bad news is:
 - i. Where do we put them?
 - ii. How can we help them?
 - b. Please be understanding because it’s chaos on that side of campus.

D. Promotion & Tenure

Craig let us know that he will send an email out for Mark, Dan, and Debby to meet some time in May for P&T Committee training.

E. Classes

Lynn & Craig will begin working on the Fall Agenda when he comes back from Las Vegas.

1. They will be reexamining workload issues.
2. All of the buy-outs have initiated the placement of certain restrictions:
 - a. Previously, close to 60% of classes have been taught by adjuncts.
 - b. President Gamble wants less than 50% of classes taught by adjuncts.
 - i. Getting rid of the HHD 100 classes have helped some for this.
 - c. We must tell ourselves:
 - i. When we buy-out a class, how will it impact our programs and our colleagues?
 - ii. This will be more of an issue as our majors grow.

F. Tabs

Kate Comstock and Kathy Weaver made a request: They would like to spend some time with each Program Leader next Fall and teach them (emphasize) the new tabs.

1. They want to make sure everyone is up to speed.
2. Most incoming freshmen will be easy to handle, as they will just have to stick them in core classes.
3. Transfer students have doubled, though, and they are more tricky to place.
4. Laura Massey stated that she would like to talk to Kate about tribal transfer students, since they don't need the core classes and have sometimes been told they do. She wants to get this straightened out.
5. Bethany asked if we are thinking of capping the number of majors.
 - a. Craig said that yes, we're going to try again because if he can't find a place for a student in our department, then he's the one who must find an alternative for that student.
 - b. Dan asked, "Didn't we have problems with this before?"
 - i. We've put caps on classes where we don't have room and they're over-packed!
 - ii. Because Counseling receives Certification from the State, Certification issues allow them to cap their numbers.
 - c. Bethany replied that we must move forward with what we can do.
 - d. She did ask, though, if professors are allowed to say, "You must have a 'B' in these classes in order to take my class..."
 - e. Christina then asked about the new "C-" rule. She wanted Craig to please clarify it, if it was indeed the case that students now had to have a C or better for core classes.
 - i. Kate found the memo on the subject and made copies for everyone at the meeting. (Handout I: Board of Regents Policy Changes)

G. Fall Retreat

Craig would like some informal feedback. He would like to know how everyone feels about the retreat from last year and if we should repeat it or change it up. Please let him know your thoughts.

H. Next Faculty Meeting

Because of finals week and so many meetings and things happening on Fridays, there will be **NO May Faculty Meeting**.

II. Selection of Department Chair

Mary Miles took the floor and let us know that the only word Larry Baker got from Dr. Dooley is that the final word on who the Department Chair gets to be comes from the Dean himself.

A. Proposal

Mary proposed we establish two things at this meeting, making us aware that the proposal she emailed us can be changed: (Handout II: Department Chair Selection)

1. We need to have a process for selecting a new department chair.
2. We need to make sure the process doesn't have any risks.

B. Details

1. Term Length

The Department Chair's term of office is for 3 years.

2. Decision-Making

- a. The Department Council has some role in the selection of the Department Chair, but only facilitators of the Search Committee.
- b. The Staff wants a vote in the selection of the new Department Chair. They could also have a seat on the Search Committee. This search is not exclusive to faculty...adjuncts and staff can participate, too.
- c. We are encouraged to have about 2-3 candidates in the selection process.

3. Applicant Screening Criteria

Should we have some kind of eligibility criteria for those who apply for the position of Department Chair to our Department?

- a. Should one criterion be that the person should be tenured?
- b. Should one criterion be that the person must be an associate professor or higher?

C. Discussion

The floor was opened to discussion, where many faculty members gave their opinions, shared their doubts and opinions, and made suggestions...

1. Jill Thorngren:

We're setting ourselves up for disappointment. The Provost has already made it clear that the Dean will be the one to choose the Department Chair.

2. Mary Miles:

We're putting in recommendations for the Dean to choose from.

- a. This process is to develop our recommendations.
- b. Ultimately, this process generates who wants to be Department Chair and who will get the faculty's support.

3. Laura Massey:

The notion of shared governance is not consistent with voting. Why must we meet with each program and not all at once?

4. Mary Miles:

This is a blueprint of another process...we don't have to keep with it. Also, this is internal. If it were external, there would be a line...they would get referred back to the faculty line when they are no longer the Department Chair, or absorbed into the faculty.

5. Dan Heil:

There's a similar problem is someone internally becomes Department Chair, if they already teach a lot of classes. Indirectly, if we have to come up with \$30,000 a year to have someone take over the Chair's classes, then potentially, the question is, "What can we afford?" Will the line be 80% administration and 20% professor for the new Department Chair?

6. Sandy Bailey:

With three candidates, if we rank them, that won't be acceptable. Corky Bush doesn't want us ranking them.

7. Bethany Letiecq:

The candidates should give a presentation to all the faculty letting us know what their vision is and where they could also have a question and answer session.

8. Craig Stewart:

Craig let us know that in our August meeting, he will inform us whether he will throw in his hat for another 3 years as Department Chair. If he doesn't, he will schedule release time for the new Department Chair starting January 1st so the new Chair can shadow Craig and get experience.

III. Curriculum/Advising

Lynn Owens took the floor and discussed a few issues on the current curriculum...

A. Catalog Changes

1. They are currently working on the Spring 2007 Schedule, so any changes need to be turned in ASAP.
2. If anyone in FCS is redoing their curricula, you need to get all of your changes to Janis on Monday.
3. Craig added that we need to respond to any and all deadlines because we schedule a year in advance.

B. Appointments

1. Adjunct appointments are due. Get them to Janis ASAP.
2. Lynn will assume everything is good if she gets no word from you.

C. HHD Class Cancellations

1. Craig was told this winter by the Accounting Office that he should have gotten 3 independent bids for the Ski Classes...but we only have one ski hill!
2. We won't be offering cross-country skiing next winter.
3. The Legal Council has told us not to send any more classes off-campus.

IV. Program Review Update

Craig turned the time over to Jill Thorngren so she could update us...

A. Curriculum Issues

Jill announced that the final planning meeting will be in the lounge from 12-3pm. They will be:

1. Collecting a consensus of ideas.
2. Compiling a proposal to send to:
 - a. The Undergraduate Curriculum.
 - b. The Provost.
 - c. The Board of Regents.
3. Developing majors.

B. Degree

When a student graduates, their degree will say, "Bachelor of Science in (major)."

1. A major has the University Core requirements.
2. In addition, a major will have 30-40 more courses required by the Department.

C. Majors

We were told that we'll be finalizing:

1. The number of majors...we'll have up to 6.
2. What we want as far as major and if there will be any options offered within that major.
 - a. If there are options, there have to be at least two or none. (Not just one.)

D. Discussion

1. Craig let us know that we've made monumental steps so far.
2. John added that it seems like it's still fractured.
3. Bethany said that in the curriculum mode, we will become more enmeshed.
4. Jill asked, "How can we condense?"
 - a. We've started downsizing already...
 - b. People have been forced together to work on this.
 - c. Our goal of only 3 majors didn't work.
5. Sandy Osborne stated that we do have a common core.
6. Craig agreed that commonalities exist. People have articulated and come up with similarities.

V. Promotion & Tenure Departmental Criteria and Standards

Laura took over to discuss Promotion & Tenure...

A. Revision Vote

1. Everyone should have received a copy of the changes on the Departmental Promotion & Tenure Standards.
2. Do we have a motion to approve or disapprove the changes?
3. Dan Heil motioned to accept the changes.
4. Jill seconded the motion.
5. Suzanne voiced a concern that "gifts" are not fit to be under the category of "creative" or "research."
6. Sandy Bailey agreed that she was also concerned.
 - a. Where does that money come from?
 - b. Where does it count?
7. Deb Redburn clarified the University differentiation:
 - a. Grants & Contracts: Some kind of report is needed to be sent to those who are giving the money. The corporation gets something from you.
 - b. Gifts: Donations that have no strings attached.
8. Suzanne added that writing a journal and writing a grant is different.
9. Laura explained that the changes are just Departmental Criteria, not Standards.

B. Advising

Advising must also be addressed.

1. It was said by Provost David Dooley, "Everybody advises."
2. He also said that if you advise, you must document it. (This is a huge issue.)
 - a. Clearly state in your dossier what your advising responsibilities are or if the Advising Center is doing it.

- b.** Don't fill out an Advising Evaluation unless your advisee is graduating that year.
 - i.** It will fall on the Department Head what the process is.
 - ii.** Graduate Professors, if you have 15 graduate students but no Advising Evaluation forms filled out, it's not good.
- 3.** The faculty moved to end the debate here.
- 4.** Do we have a motion to accept the changes?
 - a.** NO: The changes failed to be accepted.

VI. Other Business

Craig mentioned that there will be a vacancy coming up in the Faculty Council and asked if anyone wanted to replace John Christopher as the HHD Representative on that Council...

A. Faculty Council Updates

John Christopher was given the floor...

1. MSU Retirement Plan:

John remarked that everyone might assume that we have a great retirement plan, but he says that such is not the case.

- a.** We think that the State is giving us 8.9% for our retirement, which is supposedly from TIAACREF.
- b.** The State is actually only giving us 4.9%...there's no supplemental retirement plan, so don't plan on the TIAACREF plan.
- c.** Because the old retirement plan didn't work, the State is taking 4% to fix what the old plan messed up.
- d.** We should get riled up as faculty over this.

In the end, everyone voted John to stay on the Faculty Council...he'll have to miss out on those great ski lessons he wanted to take on Wednesdays! 😊

Meeting Adjourned: 3:15 p.m.