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Consultative Committee

Campus Governance

11-12-2014

Consultative minutes 11/12/2014

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Consultative Committee
November 12, 2014
Prairie Lounge
8:15 AM

Present: LeAnn Dean, Michelle Page, Nancy Helsper, Rita Bolluyt, Jean Rohloff, Megan Jacobson, Jayne Blodgett, Lisa Harris, Allison Wolf, Sam Daniewicz, Julie Eckerle

Absent: Leslie Meek

Minutes from October 15 and November 5 were approved, with clarification of October 15 minutes related to dean search

Minutes Process

- The general process will be:
 - Minute-taker sends minutes to Co-Chairs LeAnn and Michelle
 - Michelle and LeAnn will edit and modify, then send draft copy to committee
 - Committee members send any additional changes related to content to whole committee; editorial changes should be sent only to LeAnn and Michelle
 - Committee votes/approves
 - Once approved, Michelle and LeAnn will send minutes to Jayne to upload into digital well and send final copy to committee

- After much discussion, it was decided that minutes would not be automatically forwarded to guests for comment. However, guests may request to examine and comment upon the minutes and the committee will oblige this request. Any comments or changes will be considered by the co-chairs and then considered by the full committee. In addition, guests will be reminded that they need not be named in minutes and that they may ask that a portion of the meeting be closed or made private. If issues are sensitive such privacy protection might encourage participants to comment more fully and frankly. We will check to see if this information is on our web site and, if not, will make efforts to add it.

- The committee recognizes that there will be variability in the style and content of the minutes due to the variety of individuals who are recording the minutes and will not mandate a specific style or level of detail. The committee will expand or condense the minutes if this is necessary during the approval process.

- Jayne's student has now uploaded Consultative Committee minutes from 2004 to the present and they will soon be available in the Digital Well.

Constitution

- The committee believes that the current constitution and bylaws require support staff for all major committees, but Consultative and a few other committees do not have this support. There are two issues with this:
 1. Committees need support—it is difficult to participate in meeting discussions if one is taking minutes, minute discussion and processes take up an undue portion of the committee members' time and workload when that support is not present, and there is inconsistency in the minutes' style and content when a variety of individuals are taking minutes

2. The language of the constitution/bylaws and the campus practices do not match—the preference is that all committee receive support. If this is not possible for some reason, then UMM might consider altering the language of the constitution and bylaws to reflect the actual practice of the campus.
- Allison is on the Steering Committee and will raise this topic in that committee; the Consultative Committee will consider whether we should formally comment on this as we continue to discuss possible recommendations related to the constitution and bylaws.

Adjunct Faculty Salary Issues

- The adjunct faculty member in Music who had forwarded the issue of salary and wages to the Consultative Committee was invited to the meeting to follow up. However, the faculty member has stated that there has been a recent change to the salary structure which reinstates the former, higher salary level for hour-long lessons and that this action has resolved the issue at this time. Thus, the faculty member chose not to address the committee on this issue today.

AFSCME Wage Fairness Issue

- Sarah Mattson has been invited to attend a meeting in the near future (date to be determined)
- The committee will wait to follow up with previous guests who addressed this issue until we have a chance to also hear from Sarah

Scheduling

- Members were reminded to ensure that their calendars are up to date or to forward their spring schedules to the co-chairs so that a spring meeting time can be set

New Issues to Consider

- A faculty member forwarded two new issues to the committee; formal action is not being asked at this time, but the committee is invited to consider whether we want to discuss and/or act upon these issues:
 1. Wellness program: there are not the same or same number of programs at Morris as at the Twin Cities campus (different and fewer opportunities to earn points that will reduce faculty and staff insurance payments); this is inequitable and the faculty person is engaging university system personnel in discussion this and wants our committee to be aware of this issue
 2. Summer teaching salary: In recent years the salary for faculty teaching summer courses has been reduced. Is the new salary schedule equitable as compared to other units within the university? Is it comparable to the salary scales of other institutions?

Submitted by Michelle Page