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Membership minutes 09/17/2013

Membership Committee

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Membership Committee Meeting
September 17, 2013

Present: Nancy Carpenter, Ben Baglio, Matt Zaske, Stacey Aronson, Judy Kuechle, Lori Kurpiers, Roger Rose

Chair Matt Zaske called the meeting to order.

Matt asked the committee members to introduce themselves. He went over ongoing and unfinished business from 2012-2013: address subcommittees (joint venture with steering committee), look at best practices on how committees are staffed (the current committee preference process as well as a committee make up as a whole), and administrative reviews and the membership committee's role in the process. Matt is interested in looking at how committees are populated that are not done so through the membership committee; based on the UMM constitution these committees should be considered subcommittees. Stacey thought that the administrative review process used to be more transparent. Membership committee may play a consultative role in the 360 reviews process, but this can vary widely based upon who starts the review process. Everyone is supposed to have a yearly review, but it is not our role to review the vice chancellors, for example. There was also an informal concern brought to Matt about members on various committees not attending, or making an effort to participate. Are there groups not being represented at those meetings if someone does not attend? Some committees have a hard time finding a common meeting time.

Matt informed the group about the IT Job Family reclassifications for himself and Matt Senger, both of whom had been elected into representative roles for USA, but are now P&A classified. USA recommended to the steering committee that Zaske and Senger maintain their elected positions on the membership and steering committees respectively and represent USA in those roles to finish out their term. Zaske found a civil service senate rule that states that if a person is reclassified mid term, they can be allowed to continue to serve out their term. Zaske and Senger will be considered voting P&A members of campus assembly, and USA will push their alternate representatives into the representative voting positions on campus assembly. Zaske met with USA leadership, and they are trusting him in that role. It is the responsibility of the steering committee to decide how to proceed, and to bring this to campus assembly for action. A slot on membership is open because Brenda Boever decided to keep her spot on scholastic committee instead. Jodi Sperr was also up for that election and USA recommends that Jodi be appointed to fill the open seat on membership. Steering committee will make the decision on this tomorrow. Roger said that it would be nice to have a general motion from the steering committee at campus assembly to have status quo on committee membership until the reclassification process is done. Matt Zaske said this reclassification and job family process will ideally be completed in the next 18-24 months, and that there are about 14 job families yet to go through the process.

We need to address some vacant committee seats. MCSA recommends the following students to committees:

- Assessment of Student Learning: first-year student (MCSA) - Hannah Goemann

- Curriculum: Rachel Haile replacement (MCSA) - Mitchell Moe; Aaron Goeman replacement (MCSA) - Eric Gandrud

- Finance: Manillan Houle replacement (MCSA) - Ellery Wealot

- Planning: first-year student (MCSA) - Joe Vertnik; Jayce Koester (fall) replacement (MCSA) - Joe Kleckner

- Scholastic: first-year student (MCSA) - Latham Hetland; Ellery Wealot replacement (MCSA) - Tyler Strowbridge

- Student Affairs: first-year student (MCSA) - Megan Jacobson

- International Programs: Tamir Elnabarawy replacement (MCSA) - Zehua (Jack) Zhang

Other vacant seats to be filled:

- Fac/P&A Affairs: Peh Ng is the SCFA Rep (Informational)

- Finance: Manillan Houle replacement (MCSA) - Ellery Wealot; **P&A (Tara Winchester) replacement**

- Jayne Blodgett was on steering committee last year, and said she was interested in filling this role. Jayne was unanimously appointed.

- Scholastic: first-year student (MCSA) - Latham Hetland; Ellery Wealot replacement (MCSA) - Tyler Strowbridge; **Chrissy Kolaya (spring) replacement**

- Chrissy is spring replacement for Jess Larson, and there was question whether or not her appointment was appropriate given her Instructional P&A appointment. Based upon past practice, the committee did not take any action on changing this appointment.

- Faculty Development: VCAA/Designee (Informational) - Emily Carruth

- Multi-Ethnic Experience: **Vicente Cabrera (fall) replacement**

- Michael Ceballos was highly recommended for appointment. Zaske will contact Michael to gauge interest/approval.

Zaske will send USA and MCSA groups official election notices, so no need to submit a call for nominations to Campus Assembly. USA vacancy is on membership, MCSA vacancy is on the steering committee. Hazen will submit names of Joey Daniewitz and Jon Troe. If Jon wins the election, a student slot on scholastic committee will need to be filled – MCSA leadership is aware of this.

Other business/discussion: Judy Korn's title/appointment/role on the scholastic committee is listed as executive staff, but she is an active member of the committee, and makes decisions on behalf of committee. It would be nice to change the constitution to include 3 ex officio spots (registrar, dean's designee, and transfer evaluation coordinator - but maybe a more general title).

We may need to meet on October 1st, quickly, maybe electronically. Might depend on what the steering committee decides or other action items that come up before the assembly meeting.

Respectfully submitted by Lori Kurpiers.