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Faculty and P&A Affairs Committee
Meeting Minutes
Tuesday, November 18, 2014
HFA #112, 11:00 a.m.

Present: Dave Roberts, Athena Kildegaard, Kevin Stefanek, Chlene Anderson, Melissa Weber.
Absent: Paul Schliep, Vicki Graham, Peh Ng, Sara Haugen, Bibhudutta Panda. Guest: Mark Logan, Chair of the Faculty Development Committee, and Jayne Blodgett and Troy Goodnough, cochairs of MASA.

The following topics were discussed:

We will continue our discussion from our prior meeting with Chancellor Johnson and asking for possible action items with ideas to improve the general welfare of Faculty & P & A employees.

Minutes from 10/28/14 discussed and approved. Minutes from 11/11/14 discussed with addition and approved.

General charge of this committee is to look for ideas to improve the general welfare of Faculty and P & A employees. We are looking for action items that are feasible with not a lot of expense. We've also received email suggestions from Faculty and P & A and have been reviewed as a committee.

Discussion with MASA co- chairs: (Troy Goodnough & Jayne Blodgett)

In reference to the topic of improving the general welfare of Faculty and P & A, T Goodnough shared the following points:

- It's useful to recognize a common reason for dissatisfaction. We have the new engagement survey which asks questions which relate to this. He has spoken to the Consultative Committee about civility in general and has been working with the MASA membership on this topic. MASA has a brown bag lunch once a month which has included discussions on civility. There are tools out for improving general welfare and books available for checkout. A question asked is "How is civility discussed on campus"? Examples were shown from the Mankato campus on posters that were put up on that campus to get you to think about this and some basic rules of considerate conduct could be put up in offices/etc.
- Troy also shared a Q12 employee engagement items that were created from a gallop poll assessment of employee engagement world- wide. We could use some of these items during employee reviews and hopes for continued engagement between employee and supervisor during the year and not just during a performance appraisal. Included on this sheet were the 25 rules of considerate conduct which could lead into questions of what kind of culture do we want at UMM? Sometimes stress is not coming from the work we do but from other people at work.
- J Blodgett led the discussion on a mentoring program for P & A employees. Faculty has their divisions to help with mentoring for new faculty. Is P & A mentoring an area that this committee could help with? Could this be an area for

improvement? This would not cost much money but the campus would have to be committed to a program.

Discussion with Faculty Development committee chair: (Mark Logan)

The Faculty Development committee is looking for some additional things they can do or possible work with this committee on ways to improve professional development and other areas. Some ideas brought forth:

- The main staff development day is prior to the start of fall term. Is it better to have an event on multiple days and spread this out during the academic year? In January should all be brought back together to share stories and follow up on topics? More discussion followed on the location change back to UMM for the fall event then prior locations of Glenwood and Alexandria which was probably due to costs and available funds.
- Lack of having a lounge for informal social opportunities or a place to hang out is this some area that could be worked on.
- The fall welcome for new Faculty use to include the P & A staff. Some felt separating the groups has been disastrous and asked what is the relationship we want faculty and P & A staff to have?

Next committee meeting is 12/09/14 at Humanities Conference Room.

Meeting adjourned. Submitted by: Jenny Quam, staff support