

10-12-2017

## FAPAAC minutes 10/12/2017

Faculty and P&A Affairs Committee

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Faculty P&A Affairs Committee  
Meeting Minutes  
Thursday, October 12, 2017  
Prairie Lounge, 10:30 – 11:30 a.m.

Present: Chlene Anderson, Julia Dabbs, David Ericksen, Kiel Harell, Sara Lam , Argie Manolis, Peh Ng, and Bibhudutta Panda. Absent: Gordon McIntosh Guests: Tim Lindberg, Sandy Olson Loy, and Sarah Mattson

K Harell called the meeting to order. We introduced ourselves to our invited guests.

Minutes: September 2017 meeting minutes were approved.

**New Business:**

*Initiative to Prevent Sexual Misconduct:* Sandy Olson Loy, Vice Chancellor for Student Affairs, and Sarah Mattson, Director of Human Resources, reviewed President Kaler's Initiative to Prevent Sexual Misconduct and discussed and answered questions about the work underway at the Morris campus.

- [Chancellor Behr Memo to President Kaler](#)
- [President Kaler's Initiative to Prevent Sexual Misconduct – UMM Response](#)

S Mattson, the employee representative, said that we will use Speak Up: Understanding and Preventing Sexual Violence (Morris) through January and then switch to Intersections by Everfi, an enhanced training product that is also customizable to be campus-specific. Employees who have taken the Speak Up training will need to complete the Intersections training because it bridges Title IX and staff to staff and staff to student misconduct. Employee compliance is monitored by HR. Compliance for 2016-17 was 91%. A key issue covered due to the Penn State incidence was that the witnesses to sexual assault need to report the incidence themselves, not bring it to a supervisor—we are all mandated to report incidents that are witnessed. Coaches and academic advisors are mandated reporters if a student discusses an incident with them. Faculty in a course are not mandated reporters.

S Olson Loy, the student representative, noted that UMM Student Affairs received a US Department of Justice grant for prevention of crimes against women on college campuses in 2003 and 2006 which included training and resource sharing with UMTC Aurora Center. UMM has been a Green Dot campus since fall 2014. Green Dot is an interactive, evidence-based national education bystander training program aimed at reducing personal power-based violence. In fall 2016, Morris launched the online Haven program by Everfi as required training for all entering on-campus students (degree and nondegree seeking). The program addresses sexual assault, relationship violence, stalking and sexual harassment among students. Student compliance for fall 2016 was 99%.

We also discussed the number of incidences on campus and the current trend. It was noted that when you begin this type of training, behaviors are often reduced, but there is a brief period where reports go up because behavior to be reported is recognized due to the training.

Suggested action steps discussed were to 1) provide explicit communication to help people understand what is different between Save training the Intersections training and 2) provide more nuances in the training instead of the obvious—more gray area case studies.

Included in the plan is a respectful request that the President's Committee consider a plan to host a half-day or full-day system-wide sexual misconduct prevention day to foster a culture of participation and engagement across the system.

*Freedom of Information Act (FOIA):* Tim Lindberg, Assistant Professor of Political Science and Pre-Law Adviser, reviewed the Freedom of Information Act (FOIA) and how it affects Morris faculty and staff.

- [MN Government Data Practices Act Handout](#)

T Lindberg explained that any records created by public employees related to University business—including text messages, voicemail messages, emails, and other electronic communications—are University records. Anyone can make a request to view or receive copies of public government data for any reason regardless of physical form, and private or non-public data is available if the requestor is the subject of the data being requested. The University must respond to a request within 10 days or a reasonable amount of time. The University Office of General Counsel (OCG) retrieves and reviews the requested data. The OCG consolidates and redacts unrelated items before providing access to data. OGC will collect copying costs, if copies are requested. If access is denied, OGC must inform the requestor of the specific law that justifies denial.

Records should be managed according to University record retention policies and may be subject to disclosure under the Minnesota Government Data Practices Act. Big points were 1) most of our work is public; therefore, is available to anyone upon request, 2) subjects of data almost always have the right to see the data, 3) ownership of the computer systems does not matter—this includes all records relating to University business, whether those records exist on your work computer, your home computer, your smartphone, your University email account or your private email account, 4) your personal, non-work-related emails are not government data subject to the law even if they are on a University of Minnesota account. So, keep what you need, delete what you don't, but make sure to retain records of official business as long as it may be applicable or relevant.

T Lindberg brought forward this information out of a concern of a lack of awareness among faculty and staff of both their rights and responsibilities regarding the laws pertaining to government data in Minnesota. He suggested that it is not clear if others are concerned about this as well, not aware enough to be concerned, or simply not concerned. He suggested that the committee discuss potential additional parties or campus governance bodies to bring these concerns, but he did not necessarily have a firm proposal for further action.

Suggested action steps discussed were to 1) make administrators aware of the concern, 2) attach the handout as part of the official minutes, and 3) review what training other Universities do on this topic. We agree to revisit this topic at the next meeting. If a faculty member gets a FOIA request, contact Sarah Mattson in HR.

### **Subcommittee Reports:**

Faculty and P&A Work Load: (G McIntosh, J Dabbs, and B Panda) Subcommittee met with Elena Machkasova, chair of the Functions and Awards committee. They will work together to outline criteria for an award recognizing faculty involvement with undergrad research. It is hoped that a draft will be brought forward to the full FACPAAC committee to review at our next meeting. The Commission on Women forward their work load survey results to the committee.

Faculty and P&A Salary Survey Report: (D Ericksen, K Harell, P Ng, and B Panda) Subcommittee will begin work when data becomes available in the spring.

Faculty and P&A of Color: (C Anderson, K Harell, S Lam, and A Manolis) Subcommittee attended the September 28 University Senate Faculty Consultative Committee's forum on the Morris campus which focused on issues of equity and diversity.

At the FACPAAC meeting we discussed the appreciated shared identity between diverse faculty, staff, and students. Most efforts are based on individual's efforts; whereas, we need to look at cultural transformation. How can we better support Faculty of Color, especially junior faculty? P&T (7/12) codes historically come from a white male perspective. We often protect new faculty from service, but that is where they find community. Are Faculty of Color doing more service in order to support the students of color on campus? How does this additional service affect their research, tenure and promotion? Could the impact made to the community be documented in the faculty file? Who owns the 7/12 and who is able to change it? Are search committees offered training on issues of equity and diversity?

**Other Business:**

Follow-up on invitation to Interim Dean J Schrunk Ericksen for November 2 FACPAAC meeting to discuss the Academic Personnel Plan: Last year Dean Finzel attended our committee meeting with a report on the Academic Personnel Plan; he suggested that the Faculty and P&A Affairs committee review this policy and plan on a yearly basis to assess if UMM is meeting the goal. This plan was to be updated and resubmitted to the Vice Provost for Faculty and Academic Affairs at the U of M. Dean J Schrunk Ericksen is not available on November 2 so the invitation has been extended to November 30.

Follow-up on invitation to Consultative Committee co-chairs M Page and A Stangl for November 30 FACPAAC meeting to discuss the results of the Discipline Coordinator survey that they forwarded to us last spring. After consultation with Consultative, it became apparent that the report includes key themes that FACPAAC may wish to pursue.

Next Meeting: Thursday, November 2 10:30-11:30 AM Prairie Lounge

Submitted by Chlene Anderson, Co-chair