

Inter Faculty Organization (IFO)

Faculty Association (FA)
At Metropolitan State University – a
MinnState institution



Packet for May 2021

I. IFO FA COUNCIL MEETING

Tuesday, May 4, 2021 (10-12p) ** NOTE: Council Meeting on Tuesday!**

The Zoom information for our remote meeting:

Join Zoom Meeting: <https://minnstate.zoom.us/j/99759863593>

Meeting ID: 997 5986 3593

Password: 867344

Audio Only: +1 312 626 6799

II. COUNCIL MEETING RULES AND INFORMATION

1. Our IFO FA Council meetings are open to our IFO FA *members*. Voting members are determined by appointment by our respective colleges and caucuses.
2. Attendance will be conducted via the Zoom “waiting room.” To ensure meeting efficiency, we will not be doing formal introductions. We will learn about our colleagues as we work through the agenda.
3. We will always follow Robert’s Rules of Order and the FA Operating Procedures.
4. Zoom rules and etiquette:
 - a. Please mute upon entry and stay muted until you are called on to speak. If you have a point of order or other permissible reason, you may interrupt the speaking order with the words “point of order.”
 - b. If there is a breakdown of video transmission, please stop your video until you are speaking.
 - c. Please use the “raise hand” feature of zoom, or, if your video is on, raise your hand. The Executive committee will do our best to maintain an accurate speaking order.
 - d. Feel free to add a question to the chat. Please avoid using chat for commentary. Instead, join the speaking order to offer your perspective.
 - e. Voting will be verbal unless there is a contested result. If so, we will vote via the Zoom poll feature.
5. Our IFO FA Executive Team will share a screen to allow all participants to follow the agenda easily. The IFO FA Secretary will be taking minutes off line for your review after the meeting.

Table of Contents

Packet for May 2021	1
I. IFO FA Council meeting	1
II. Council Meeting Rules and Information	1
III. AGENDA	2
IV. APPROVAL OF MINUTES	2
V. FA President’s Report.....	3
VI. CONSENT AGENDA.....	3
VII. IFO FA REPORTS & ACTION ITEMS.....	3
VIII. STANDING AGENDA ITEMS – CALL FOR IFO VOLUNTEERS	15
IX. MOTIONS – CARRYOVERS.....	17
X. MOTIONS – NEW.....	19
XI. IFO FA ANNOUNCEMENTS.....	20
XII. GENERAL INFORMATION	21

III. AGENDA

- A. Call for additional agenda items or reordering the agenda.
- B. PLEASE NOTE: This is the final packet of the Academic Year. There are many “end-of-year” items, so please limit comments “in agreement” with each other and focus instead on voting on common agreements, and having necessary debates when/if there are disagreements.

IV. APPROVAL OF MINUTES

- A. Motion: Approve April 2021 IFO FA Council Minutes (located at metro-ifo.org, left pane, “Council Minutes”)
 - a. Please note: Colleges should approve their college minutes, which can be found at the FA website under “college minutes.”

V. FA PRESIDENT'S REPORT

- A. At the April M&C, President Arthur confirmed that there has been no discussion or planning regarding retrenchment. She reiterated that there has been discussion about reorganization of a non-academic unit, but would not inform the faculty of the plans. She promised to do so at the May meeting.
- B. At the April IFO Board meeting, Kim Park Nelson resigned as the Equity and Inclusion Coordinator. The position will remain open for the remainder of the year, and will be filled by the new coordinator(s) for the next academic year.

VI. CONSENT AGENDA

- A. No Items at this Time

VII. IFO FA REPORTS & ACTION ITEMS

- A. 2020 Delegate Assembly. The IFO DA was completed on April 16-17, 2021. The IFO President's Report is available here: <https://www.ifo.org/ifo-updates/2021/4/16/presidents-message-to-ifo-delegate-assembly>

Delegates evaluated as many resolutions as possible at the DA, and the IFO Board completed evaluations of all resolutions at the IFO Board meeting last week. In total, 81 resolutions were decided this year.

- B. Treasurer's Report for end of Q3 of 2020-2021

- o [Q3 Financial Report 2020-2021 IFO Metro FA](#).

The financial report for the Metro FA as of 3/31/21 is attached, including the revised budget as passed by the FA Council on 3/18/21. You'll see that in addition to reporting on actual income and expenses through Q2, it also reflects additional expenditures by capturing "committed" items – items paid since 3/31 or where funds have otherwise been encumbered through our commitments (bills received, contracts signed, etc.). A few other things to note in the report:

- We are closely adhering to the revised budget in both income and expenses.
- We have received all of our allocation from the IFO and have also paid for the contract support for our website through the end of the fiscal year. So you will note that we have spent all of our budget in Q3, but that's because we pay one quarter ahead, in the form of a deduction from our allocation. In other words, we will not receive any additional bills for those services this fiscal year. We plan to change our website this summer to avoid much of this expense in the coming fiscal year.
- There are unspent funds that are also uncommitted as far as I know. If you are the party responsible for those and you have committed them or plan to commit them in Q4, please let me know asap.

Copies of the actual quarterly reports we file with the IFO office can be found on our FA website, and you should also feel free to reach out with any questions.

C. Scott Cooper
Metro FA Treasurer
651-260-9950

- C. Election to IFO Board of Directors. Metro State has two at large seats on the IFO Board of Directors (in addition to the seats held by the FA President and VP of Community Faculty). Derrick Crim will be completing his two-year term at the end of this fiscal year. We therefore must elect a new faculty member to serve on the IFO Board for the next two-year term.

Three faculty members have been nominated:

[Alejandra Estrin-Dashe](#)

[Nantawan Lewis](#)

[Gary Starr](#)

Please see the attached candidate statements, and attend the candidate forum – Scheduled for April 26th, 4:30-6:00p. Link below:

https://minnstate.zoom.us/j/97039135542?tk=tJLkrePsYsmZOVxMnjxh03nVolux5dRnQlj9iB3hm8c.DQIAAAAWI_uzNhZzaUNiQ0oyNVEwdW1SUjY0dTdSVFBnAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA

Meeting ID: 970 3913 5542

Passcode: 479627

D. Online Teaching and Learning Review Report

a. Last month, administration provided the Online Teaching and Learning report. Because the report was presented to the IFO very late in the April cycle, we declined to provide responses until we had time for a thorough review. FA Council referred the Report to FIC, DLIP, and the Technology Committee for review. The Tech committee did not have time to review the report.

o [OTL Taskforce FINAL Report 8 I](#)

b. FIC voted to reject Models 1 and 2; support Models 3 and 5; and did not vote on Model 4. The FIC minutes which explain their votes are attached.

o [Faculty Issues Committee Minutes April 19 2021](#)

c. The DLIP Committee has the following motions in response to the report.

MOTION: DLIP moves that the IFO support Model 4 as presented in the OTL report, with a commitment to support COL in the ways recommended in Model 1 as foundational to implementing Model 4. This keeps COL more under academics, retains a student-focus and provides more autonomy which gives COL the ability to form strong relationships with ITS and other partners.

Ratationale: This keeps COL more under academics, retains a student-focus and provides more autonomy which gives COL the ability to form strong relationships with ITS and other partners

MOTION: DLIP recommends that COL collaborate with the committee to explore purchase and population of a management

system to house required university policies, procedures and recourse for syllabi.

Rationale: Working with faculty developing courses for online delivery, there are challenges when faculty have so much required information about the course, policies, procedures and resources that the result is a very lengthy syllabus. A syllabus management resource could help faculty pull out modules that link to policies, procedures, and resources of the University (that are automatically updated for currency), streamlining the process for faculty.

- d. **ACTION ITEM:** Council needs to decide which model(s), if any, to recommend to administration with a rationale. Please provide your unit's recommendations for Council.
- e. What follows are the original questions from administration in the April Packet AND tabled motions and comments from the April Council meeting (highlighted below):
 - i. Subgroup A has four recommendations described on pages 11 – 13 of the report. Provide specific feedback on each recommendation separately. What seems feasible? What challenges do you foresee with implementation? Do you suggest modifications of any of them? If so, in what way?

CIS Motion Recommendation #1: Support this recommendation so requests get directed to the proper source.

CIS Motion Recommendation #2: Support training but this requires further discussion. For instance: what kinds of training? Will they be mandatory or voluntary?

CIS Motion Recommendation #3: Support.

CIS Motion Recommendation #4: Support.
 - ii. Subgroup B describes eight (8) principles to guide decision making about the organization of online teaching and learning functions. (pgs. 17 – 19). Are these the appropriate principles? Have they been described well? Is anything missing from these principles?

CIS Motion: Emphasize #4, Sustain Trust and Authentic Faculty Engagement and emphasize \$8, Honor and build on the Work of Colleagues.

Rationale: We know that COL was key in moving the entire curriculum online overnight. We cannot do our work without these folks. We would want to have a list of the types of support COL provides that also specifies the type of support it does not, so we do not ask what they don't provide.

- iii. On pages 19 – 20, the subgroup has identified seven (7) services that they recommend “Start/Shift/Stop.” Please provide feedback on each of these recommendations.

CIS Comments: Need further conversation about how this may disadvantage programs that are not ready to move online at the program level. Overall direction toward programs, rather than course by course at least short term will disadvantage programs that don't have online presence. They may need to start course by course before program level.

Regarding training: Need more information on the training. It's important to keep people up to date on the intersection of technology and pedagogy. This should be accessible as needed. Concerns about whether such training would be voluntary or mandatory

- iv. The Task Force did not come to a consensus on any particular model for organizing online teaching and learning services.
 1. What are the most appealing or interesting aspects of the models they describe?
 2. What challenges or concerns are raised by the models?

CIS Comment: It's good for reasons stated in the report that decision on a model is to be determined later.

LIB Motion: Supports model 4 or 5.

Rationale: We support a model where COL stays under ASA, and think this is necessary to keep the pedagogical and academic focus of the unit. We would like increased support for COL, and an elevation of the unit to have the head report more directly to the provost, in part so that they can help develop more strategic and programmatic online development.

Members of the Task Force include:

1. Co-Chair: Steve Reed, VP/CIO
2. Co-Chair: Charles Tedder, Interim Dean, CEI
3. Bilal Dameh, Interim COL Director
4. Alejandra Estrin Dashe, IFO designee
5. Owen Hansen, MAPE designee

6. Julie Jaskowiak, MSUAASF designee
7. Andrew Marz, AFSCME designee
8. Travis Morgan, Senior Instructional Technologist
9. Marcus Pohl, ITS Director, Endpoint and Media Support
10. Zorian Sasyk, IFO designee
11. Sara Solland, ITS Director, Service Management and Project Management

E. Higher Learning Commission (HLC) Report. This summer, Administration must provide an “Assurance Argument” to HLC. In response to our prior motion that items used in this report may not be used for any other purpose, administration responded:

“Response: We agree that materials and evidence provided by IFO committees to support our HLC Assurance Argument will only be used for the HLC report due on July 21, 2021 and any follow up activities related to this stage of review.”

ACTION ITEM: With this agreement, IFO committees are asked to submit materials (such as agendas, minutes, reports, etc) that document the work that we do. There is no “right” collection of materials—rather, we are asking committees to decide what they are comfortable submitting and to do so. Please note: the materials submitted to Amy Gort should not be internal IFO materials, but rather university work done by the IFO. For example, a committee might include minutes on course proposals, COL reviews or student awards. Committee members: please contact me with any questions or concerns about this request. See attached.

- o [Update Items NB Accreditation and Continuous Improvement Council 042221](#)

F. Technology Committee/UTAC: Per the IFO committee structure, IFO Tech committee members are also the faculty members who sit on UTAC. The co-chair of UTAC, Steve Reed, requests that IFO Tech membership be a multi-year appointment to reduce turnover on the council each year. Current IFO committee members agree with this request.

Action Item: Council needs to decide whether or not to honor this administration request. Doing so would violate our operating procedures (see Chapter 9, Section C, subdivision 1c) which clearly states that committee members are chosen in the fall for the upcoming academic year (with the exception of the Standing List of Volunteers).

- G. Shared Governance Task Force: The SGTF will be meeting *for the first time this year* on Monday, May 3, 2021. Faculty members on this task force have been surprised that there hasn't been a meeting sooner. Exec, in consultation with FA members, have asked for some examples where shared governance has worked this year, and some examples where it has failed. For your convenience, the Framework for shared governance, developed by the SGTF last summer, is provided here.

Action Item: Please provide examples of successful and/or failed shared governance.

Here are some examples so far:

Success: Council co-chairs report that shared governance has generally worked well on councils, with faculty members serving as co-chairs and a stronger, more collaborative relationship among all council members.

Failure: Faculty were shut out of the drafting and implementation of the NOV and PD for the VP of Equity and Inclusion Position.

Failure: In two cases, deans were hired without any public presentations or opportunities to meeting the finalists beyond the small pool of faculty in that unit.

Mixed: Administration was poised to significantly change their approach to sabbaticals without any consultation. They did agree to meet with Exec, and did ultimately decide against a radical change to the approach to sabbaticals.

- o [SharedGovernanceFramework](#)

H. Grievance Committee Update

Dear Metropolitan State University IFO members,

Your IFO grievance team would like to provide a brief year-end update of our activities and grievances. First, your team has met numerous times this past year to discuss and process not only grievances, but to also work on items presented to us by faculty that were potential grievances. In a number of these cases, we were able to achieve informal resolutions, or in some cases determine that while outcomes were less than ideal, no contractual violation occurred.

Of course, a number of grievances were filed and processed and we have some data regarding actual grievances. Grievances were filed on behalf of IFO members on the topics of Tenure and Promotion denial, Changes to appointment type, Teaching evaluations, and no fewer than three grievances specifically related to Issues of Retirement. All but one of these grievances were settled prior to step 3, or placed in abeyance, however one retirement related grievance has moved to a Step 4 grievance with an arbitrator.

Please feel free to contact Metro IFO President Matt Filner if you feel you have a potential grievance, he will oversee this process during off contract summer months. Keep in mind that while grievances are not decided in the summer, we still have to file a grievance within 30 days of the event in question. And of course, please feel free to contact any grievance team member if you feel you have a potential grievance or would like a review of a situation.

In solidarity,
Your grievance team!

- I. LMS Workgroup Update: Becca Peters serves on the Statewide LMS workgroup and has provided the attached update. It looks like the contract with D2L will be renewed.
 - o LMS Workgroup Update

J. Academic Affairs Committee. The Academic Affairs Committee has approved a new BAS in Individualized Studies. It is presented here for your review, discussion and possible approval.

- [BAS proposal for Academic Affairs - April 2021](#)

K. Strategic Plan High Impact Practice Task Force Update

The High Impact Practices Task Force began meeting in January 2021 as part of the University's strategic plan and commitment #2: High Quality Education. The goal of the task force is to work on improving, increasing, or implementing High Impact Practices that promote educational excellence. More specifically, the task force is examining the intersections between High Impact Practices (HIPs) and Creative Learning Strategies within the Metro State context (ie core elements of the traditional Metro way). So far the task force has reviewed existing institutional data including the NSSE, FSSE, HIP Quality Assessment, and Academic Plans to understand current strengths and gaps.

This summer, taskforce members will attend the [AAC&U High Impact Summer Institute](#) with 3 aims:

- 1) to develop a set of recommendations to ensure that students across the university have multiple exposures to high impact practices that are sequenced intentionally throughout program/major curricula and address equity priorities
- 2) to identify specific roles within academic leadership, teaching faculty, and administrative service faculty necessary to scale and sustain HIP initiative at the university; and
- 3) to understand the legacy and scope of Metro's student centered practices and how these support and reinforce HIP practices for student success.

We plan to share our findings and next steps more broadly with the campus in the fall and look forward to additional participation across all levels of Metro. The taskforce includes: Adrienne Falcon (co-chair) and Katie Peacock (co-chair), Marcia Anderson, Danielle Hinrichs, Dr. Charles Tedder, Greg Mellas, and Dr. Michael Self. For more information or if you are interested in participating in the future, please contact Katie Peacock (katie.peacock@metrostate.edu) and/or Adrienne Falcon (adrienne.falcon@metrostate.edu).

- L. Proposed 2021-22 FA Calendar. For your convenience and information, the draft 2021-22 FA Calendar is attached. On the calendar, you will notice the packet deadline, unit and council meeting dates, as well as proposed dates for pre-M&C and M&C. This is a draft—we will have to revise the cells highlighted in yellow because they conflict with other elements in the calendar.
 - o [Proposed Meet and Confer Calendar 2021-2022 Heller April 21 to Matt](#)

- M. Administrative Updates:
 - a. [Search Updates](#). As you will see from the attached update, administration has removed the names of the candidates who accepted positions at Metro State. We have learned from the IFO attorneys that withholding such information is a violation of state and federal labor and data practices law. We are pursuing all available avenues to ensure that our administration obeys the law.
 - b. [Campus Climate Survey](#). The PACE survey was extended through April 21st. As of April 19th, 316 Faculty and Staff had responded to the survey. We will receive the results in 6-8 weeks.
 - c. [CRRSA Funds Distributions to Students](#). Administration has been distributing CRRSA funds to students. Please see the attached memo.
 - d. [Summer '22 Calendar – 13 week pilot](#) See attached for plans that exempt programs requiring 14 weeks.

- e. [Deans' Searches](#). Provost Gort provided a response to our motion about the lack of transparency and public discussion of past deans' searches.
- f. [College Possible](#). Provost Gort provided a detailed response to several FA motions about College Possible.
- g. [Academic Advising Project Manager Position](#). Please see attached for the Position Description. ACTION ITEM: In the form of motions, please provide feedback on this PD.
- h. [Marketing and Recruitment Update](#). Enrollment for summer '21 is down just over 3% from last year, although keep in mind that summer '20 was up about 10% over summer '19. Also, see attached for information about the rebranding survey.
 - i. [Full Rebranding Plan and Timeline](#)
- i. [CFO Updates](#).
 - i. [Budget](#)
 - ii. [Campus Operations](#)
 - iii. [CRRSA](#)
- j. [Provost's Update](#). Please see attached for more information about the CRRSA efforts to support faculty and more search information.
 - i. [Please see attached for an update on the Prison Education Workgroup](#)
 - ii. [Faculty Personnel Matters](#). The Provost is working with members of Exec to create a draft FPM for AY22.
- k. [Equity and Inclusion Update](#).
- l. [CIO Update](#).

m. Focus Group Discussions. At the January, February, and March M&C's, the M&C Team joined administrators in a focused discussion of an issue of joint concern. Too often, at M&C we have very little time to discuss many, many issues. We decided to extend our discussions for one topic each month. Attached are the notes from these discussions.

- i. [Enrollment in January](#)
- ii. [Equity, Inclusion and Anti-Racism in February](#)
- iii. [Budget in March](#)

ACTION ITEM: Please read the notes from our extended discussions and provide concrete feedback on ideas you support, areas you think were missed, and other suggestions to help us guide future action in these three areas.

n. Response to Community Faculty Motions

- i. [Senior Community Faculty Status](#). See attached for the process by which community faculty will be notified of their Senior CF status.
- ii. [Admin response to additional motions](#)

o. [Academic Planning Task Force Update](#).

p. [Annual Program Review and Procedure](#). Please see attached for the Provost's response to the IFO motions about reassigned time or duty days for annual reviews. The FA will have to decide whether such annual reviews are possible within regular workload hours.

q. [FA Meeting with Finalists](#). In response to our motion about FA meetings with finalists, admin has agreed to a compromise—FA members on each search committee will have designated time to meet with finalists to discuss the IFO. ACTION ITEM: Is this compromise acceptable to your unit?

r. [Reassigned Time Report](#). The contractually mandated reassigned time report is attached. If you receive any reassigned time, please check the attached report for accuracy and report any errors through your college minutes.

- i. [Summary](#)
- ii. [Detailed Report](#)
- s. [Registrar’s Role in New Program Development.](#) The Provost is proposing having the registrar serve a consultative role in new program development. ACTION ITEM: Please review the proposal ideas and provide a response—including possibly referring this issue to the Academic Affairs Committee
- t. [Mission, Vision and Values Task Force.](#) The President is proposing a Task Force (beginning Fall ’21) to re-examine the university’s mission, vision and values.
- u. [Honorary Degrees.](#) As part of the 50th Anniversary Celebration next year, the President would like to convene a committee in the Fall to explore awarding honorary degrees.

VIII. STANDING AGENDA ITEMS – CALL FOR IFO VOLUNTEERS

- A. IFO FA Committees (appointed by IFO FA Council) – v11 now posted. Please consider volunteering for one or more of these important FA committees. Also, if you chair a committee, please make sure that you are noted as chair on the committee list. If not, please contact FA Secretary, Barbara Beltrand.
 - a. As noted in the FA Operating Procedures (Chapter 8, Section C), each academic unit and the community faculty must elect their Faculty Council representatives in the spring for the following academic year.
 - b. [ACTION ITEM](#): Therefore, please elect the following number of representatives for AY22 by unit (see attached for membership numbers on which these calculations are based):
 - CCSPA: 4
 - CIS: 1
 - CLA: 5

CNHS: 3
COM: 4
COS: 4
LIB: 1
UED: 1
Community Faculty: 21
FOC Caucus: 1
LGBTQ+ Caucus: 1
Women’s Caucus: 1
Total Council Seats: 47

- c. As well, the FA Operating Procedures require that members are appointed to the Standing List of Volunteers at the end of Spring semester. The Standing List is a group of faculty who are willing to work on a variety of initiatives with possibly little notice. If there is an urgent request from administration for volunteers, we have faculty in place who might be willing to accept duty day(s) for a project or other university purpose.
 - o [Collaboration Site](#)
- d. Action Item: Please Volunteer for the Standing List.

B. IFO FA nominations for IFO FA appointees to *Metro University* Councils and Affiliated Committees, Search Committees, Task Forces, etc. (appointed by IFO FA Council) – v12 now posted.

Administration has requested that we appoint FA members to some university councils and committees for FY22. If any of these councils or committees request a meeting in the summer, duty days will be provided. If not, the purpose of appointing now is to ensure that faculty are available once duty days begin in the fall. Request for spring appointments include:

1. Assessment Committee (Please note: terms are staggered so only ½ of the committee requires appointment—see University Council/Committees List attached for your convenience)
2. Resource Planning and Alignment Council (RPAC) (Please note, only one seat to fill due to staggered terms)

3. Strategic Integrating Marketing Council (Please note, only one seat to fill due to staggered terms)
4. Comprehensive Facilities Planning Council

C. IFO FA nominations for *statewide* IFO Committees (appointed by statewide IFO Board of Directors): none at this time.

IX. MOTIONS – CARRYOVERS

- A. Marketing Position Hiring Process. After the April packet was published, but before we began our April unit meetings, FA President Matt Filner was contacted with some disturbing information about a Dean's actions following the conclusion of the search committee's work. We discussed the information that we received at an urgently called Exec meeting, wrote and debated a draft motion, and ultimately agreed to share that motion with our respective units. We understood then that our operating procedures require that any new motion passed at a unit meeting should be presented in the next packet as a carryover motion.

However, according to Robert's Rules, a legislative body (such as our Faculty Council) can choose to suspend the rules with a 2/3 majority. Faculty Council was clearly informed of these rules at our Council and voted overwhelmingly to consider the motion below knowing that it was not consistent with our operating procedures. The motion was passed after significant discussion.

Nevertheless, and despite the fact that Council directed Exec to present the motion below at M&C, Exec decided to delay presenting the motion to allow for further discussion. Several members of COM contacted us with their concerns about the motion, feeling strongly that the operating procedures were not followed and therefore the motion should be considered as a carryover motion. Exec decided that the benefits of pushing forward the motion at M&C were outweighed by the costs of foreclosing needed discussion at the unit meetings.

One other point: the motion specifically mentions “during the failed hiring process.” This language is meant to differentiate all of the important and valuable work done by the search committee from *the hiring process* – Dean’s offer to the candidate, the communication among HR, the Dean and the candidate, and the negotiation process that followed. The motion seeks investigation *only* of the hiring process.

Original Motion (passed by the FA Council in April): The IFO demands a full and independent investigation into the circumstances that led to the failed hire of the top candidate in the Marketing faculty search. The investigation should examine whether there was discrimination, administrative malfeasance and/or contractual violations during the failed hiring process.

COM Motion in May: The Faculty Association rescinds the following motion passed at the April 8, 2021 meeting of the Faculty Association Council: The IFO demands a full and independent investigation into the circumstances that led to the failed hire of the top candidate in the Marketing faculty search. The investigation should examine whether there was discrimination, administrative malfeasance and/or contractual violations during the failed hiring process.

Rationale: This motion was not included in the April, 2021, IFO Faculty Association (FA) packet and was not considered by the various IFO FA college/units in advance of its presentation at IFO FA Council on April 8, 2021. In addition, a motion from one college/unit regarding a search conducted for a faculty position in another college/unit is highly unusual and, as such, should go through our governance process, as stipulated in our operating procedures, before being considered at Council. Further, the faculty and IFO members who served on the search committee have raised no concerns about the conduct of the search, raising important questions about why this motion was initiated in the first place.

B. Budget Discussion and Meet & Confer

CF Caucus Motion: FA requests a breakdown of current Metro faculty by gender, race, ethnicity, veteran status, disability, LGBTQ+, and resident or community faculty

Rationale: we would like to see how diverse the faculty is compared to our students, the relative diversity of community versus resident faculty, in order to see how well we align with our mission of anti-racism

Discussion: Stability of faculty depends on recognizing additional tiers of employment based on qualifications for all faculty, otherwise disadvantageous to people in marginalized classes, and disadvantageous for our students

C. RIGR Requirement

CIS Motion: Metro State’s RIGR requirement provides strong and intentional support for anti-racist pedagogy. Anti-racist pedagogy is also an important component of Goal 7 learning outcomes, but the proposed revision of Goal 7 diminishes attention to other elements of human diversity including gender, age, ableism, sexual orientation

We suggest/support having the RIGR requirement in all state colleges and universities. And that should be the step to take rather than modifying GOAL 7, adding a system-wide RIGR.

COS Comment: Goal VII – Is this a problem for the other universities? We solved it with RIGR. Doesn’t solve the problem, just creates another one? Maybe race could overlap with other goal areas as well (not single out Goal VII)? Could other universities adopt RIGR.

X. MOTIONS – NEW

A. [CF Collaboration Site](#)

Background and overview:

After the loss of CF taught credits during the pandemic, the CFC wanted to respond with some solutions. A CFC hiring pool motion was passed by the Metro FA in November and was responded to by the provost in December, and then responded to by CFC in January with an offer to develop the idea further. As the idea developed, it was clear this could serve more needs than teaching courses and that it really wasn’t about hiring, as at least initially it will be restricted to existing Metro CF, and is more about a tool to make information available to both CF and those looking to hire CF.

The CF Collaboration site is intended to collect, store, and display the educational, professional, teaching backgrounds and interests of community faculty, for use in various types of collaboration, allowing chairs and directors to match CF to teaching and assessment assignments (e.g., Prior Learning Assessment and Student-Designed

Independent Study), or other non-instructional or instructional assignments or activities or committee work.

This site is especially needed by new department chairs or directors, who may not be familiar with community faculty in their own departments. It will be a site for CF to share their background with those looking for CF, and to share information about potential teaching and other assignments, across departments, and to showcase CF strengths as well as opportunities for collaboration and networking. Information on CF is currently in emails and other files held by department chairs and program directors, as well as in HR files. It is not easily searchable or accessible, and CF do not have any information on potential work at Metro for which they are qualified, unless someone approaches them. Many CF have untapped skills and abilities beyond what the work they have already done at Metro, and they have connections in the community that are largely unknown.

To clarify, this page/site/database would not completely replace any part of the hiring process, but it would be a supplementary tool making it easier for CF, who are looking for additional work, and Metro faculty and staff, who are looking CF with a particular skill set, to find each other. The existing processes for screening and final selection of CF for specific work assignments would remain unchanged.

CFC Motion: To work with IT to create and implement this collaboration site for community faculty searching for opportunities, and departments searching for community faculty.

XI. IFO FA ANNOUNCEMENTS

- A. Student Campus Climate Survey: Undergraduate students at Metropolitan State University are invited to participate in a campus climate survey. If you are able to include this information in your communication with your students we would greatly appreciate it. Feel free to edit as you see fit.

Dear undergraduate students,
During the month of April, the university is conducting a ***campus climate survey***. We invite you to participate in this important work and take this survey to help inspire change! Make your voices heard. ***A survey link was sent to your @metrostate email address on April 5th.***

With your answers, university will receive valuable information that can be used to improve the racial climate on campus and the experiences of all students. This is where your voice can be heard to create change! By taking the survey you'll be entered to **win** the following prizes!

- \$20 Amazon or Target e-gift cards (we will draw 50+ names)
- Wireless headphones.
- \$75 Bookstore credit

*If the course schedule allows for it, consider providing students with time during class period to complete this survey.

Questions about the campus climate survey? Contact us at EOD@metrostate.edu

B. COVID-19 Information

COVID leave was reinstated for Spring 2021. Please contact FA leadership at Metro, or the IFO central office, to discuss options if you need to take leave due to COVID.

The IFO continually updates its extensive information about COVID-19 and its direct effects on faculty. You can find specific information about public health guidance, university policies, and options for changes to your workload/assignments consistent with the contract: <https://www.ifo.org/covid19-info>.

XII. GENERAL INFORMATION

A. Packet Materials Due Dates (by 4:00p):

8/17/20	11/25/20	3/26/21
8/28/20	1/4/21	4/23/21
9/25/20	1/29/21	
10/30/20	2/26/21	

1. COLLEGE/UNIT MEETINGS: 1st Thursday, *unless otherwise specified*:

8/20/2020 [3rd Thurs]	12/3/2020	4/1/2021
9/3/2020	1/7/2021	4/29/2021 [5 th Thurs]
10/1/2020	2/4/2021	
11/5/2020	3/4/2021	



**PACKET FOR May 2020 GOVERNANCE
CYCLE**

2. IFO FA CALENDAR Contains:

- Due Dates for Packet Items
- College/Unit meetings – all faculty IFO members – 1st Thurs, *unless otherwise specified*
- Faculty Council – IFO FA Executive Committee – 2nd Thurs, *unless otherwise specified*
- Pre-Meet & Confer – FA President, RF VP and CF VF
- Meet & Confer – FA Executive Committee and Equity Caucus Representative

3. IFO FA Union Officials 2020/2021:

NAME	TITLE	TERM EXPIRES
Matt Filner	President	6/30/22
Denise Williams	Resident Faculty, Vice President	6/30/22
Rebecca Church	Community Faculty, Vice President	6/30/22
Barbara Beltrand	Secretary	6/30/22
Scott Cooper	Treasurer	6/30/22
Robyn Gulley	Appointee to Statewide Negotiating Team	6/30/22
Derrick Crim	Appointee to Statewide Board of Directors	6/30/21
Alec Sonstebly	Appointee to Statewide Board of Directors	6/30/22
Barbara Beltrand	Grievance Officer (two-year term)	6/30/21
Don Eubanks	Grievance Officer (two-year term)	6/30/21
Ruth Zietlow	Grievance Officer (two-year term)	6/30/21
Matt Ryg	Grievance Officer (two-year term)	6/30/21
Mark Matthews	Grievance Officer (two-year term)	6/30/21

4. Social Media & IFO website:

- Like/follow the Metro State FA Facebook page: at: <https://www.facebook.com/MetroIFO/>
- Like/follow the statewide IFO page at: <https://www.facebook.com/Interfacultyorganization>
- Statewide IFO website: www.ifo.org

5. www.Metro-IFO.org website:

Inter Faculty Organization (IFO) Faculty Association (FA)

At Metropolitan State University – a MnState institution

1. Access
 - Username: union (lowercase)
 - Password: Ask your college/unit convener
2. Includes:
 - Monthly “Packet” for college/unit and Council meetings
 - IFO FA Calendar
 - Constitution/Organizational Documents
 - College/Unit, Council, Standing Committees Minutes
 - Treasurer Reports
 - Other documents – **check-out our website!**
3. March Packet items due by Friday, March 26, 2021 at 4pm. Packet items should always be sent to Matthew.Filner@metrostate.edu
4. Conveners: send monthly minutes to:
 - KennyBellew@hotmail.com with a subject line that indicates “draft” minutes or “corrected draft minutes” or “final” minutes
 - BarbaraBeltrand@minn.net Note: personal email address for IFO FA business. Please send these as a Word document to ease conversation to the Council agenda

6. Meet & Confer Minutes

The Meet & Confer minutes are prepared by Administration. You can access the minutes as follows:

Go to Metro’s main web page and scroll to the bottom.
Under “For faculty and staff” click on My.Metro
Login using your Star ID and Password
In the left margin, scroll to the “Apps and Courses” pane
Click on “My Apps”
Under the middle column labeled “Resources”
Click on Share Drive Access (S:)
Login using your Star ID and Password
Click on “Metro”
Click on “IFO”
Click on “FY 21 Meet & Confer”

7. Additional Information:

- College IFO minutes archived at: http://www.metro-ifo.org/college_minutes.html
- IFO Committee minutes archived at http://www.metro-ifo.org/college_minutes.html
- Statewide IFO web <http://www.ifo.org>