

ARTICLE 8

SHARED GOVERNANCE AND ACADEMIC AFFAIRS

Section 1. Faculty Shared Governance Council.

Subd. 1. Purpose of the Council. The Employer and the MSCF recognize that the faculty has a direct interest in college issues including, but not limited to, long and short range planning, priorities in the deployment of financial resources, acquisition and use of existing physical and human resources, institutional self-study, marketing, public relations, and recruiting activities. The parties agree that the council is established to make recommendations to the college on the following topic areas: Personnel, Student Affairs, Facilities, Fiscal Matters and General Matters. Nothing contained in this Article shall be construed to prevent the Employer from having discussions with any individual or organization, provided such discussions do not conflict with P.E.L.R.A. or other provisions of this agreement.

Subd. 2. Structure of the Council. Membership on the council at each college shall consist of the MSCF Chapter leadership team and the elected MSCF members in good standing representing a cross-section of disciplines (*discipline(s)* may mean division, department, or program). The faculty will select one member to serve as council president. The number of members of the council shall be determined by the MSCF Chapter. The college president shall serve as an administrative liaison to the council. It shall be normal practice for the president to attend the council meetings. The college president or designee may appoint up to three (3) administrators from outside the MSCF bargaining unit as participants in the council. The council president and the college president may invite subject area experts as needed to address specific agenda items.

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Subd. 3. Authority of the Council. The council will have full authority to present the views of the faculty in meetings with the college president or provost.

Subd. 4. Procedures of the Council. The elected council president shall preside over all meetings of the council. Meetings shall be scheduled a minimum of two (2) times during each academic semester. At the request of the faculty, the council shall also meet during the summer.

Subd. 5. Meeting Agendas. The agenda for each meeting shall be prepared and distributed by the council president at least one (1) week before the meeting, and shall contain all items submitted by the president of the MSCF council or the college president or designee.

Subd. 6. Clerical Support. The college shall provide clerical support:

- A. To assist in the preparation and distribution of the agenda, and
- B. To assist in the preparation and distribution of the minutes to the faculty within two (2) weeks of the meeting after the minutes have been reviewed and approved by the council leadership and the college president.

Subd. 7. Reports. Within two (2) weeks of each meeting, the college president or designee will report to the faculty, in writing, actions taken or decisions made based on council discussions. The report shall also provide the rationale for each action taken and for each decision made.

Subd. 8. Matters Which Must Be Considered. Proposals initiated by the administration to create or change existing policies and/or rules and regulations affecting faculty members will be submitted in writing to the local MSCF for reaction before a final decision is made by the administration.

Reductions in unlimited faculty members must be discussed within one month following the notice of layoffs.

If agreement is not reached on a proposal at the first meeting at which it was considered, the administration shall take no action on the proposal for ten (10) days. At the request of the faculty, the proposal shall be reconsidered at a subsequent council meeting during the ten-day period.

Subd. 9. Appeals. Sincere efforts shall be made to reach agreement. If the local MSCF or the administration feels that sincere efforts to reach agreement or understanding have not been made in Shared Governance Council meetings, either party may request that the MSCF bring the issue(s) to the next monthly meeting of the Minnesota State/MSCF Joint Labor-Management Committee.

Section 2. Academic Affairs and Standards Council. Faculty have fundamental and unique responsibility in matters affecting the academic well-being of the state colleges. The parties agree that the faculty hold the critical role in academic decision-making at the colleges. In order to ensure such role, the parties agree to establish an Academic Affairs and Standards Council to which management and faculty will bring all proposals regarding academic affairs and standards.

Subd. 1. Chairperson Compensation. Release time for the chairperson of the Academic Affairs and Standards Council may be mutually agreed upon between the faculty member and the college president or designee, in consultation with the MSCF grievance representative. If release time is not agreed upon, the chairperson shall receive a stipend of three thousand dollars (\$3,000.00). The other faculty members of the Council may be compensated if and as agreed to by the college president or designee.

Subd. 2. Purpose of the Council. The purpose of the council is to provide direction for the college president in all matters included in academic affairs, including course outlines, award requirements, academic standards, course and program components, and the inventory of course and program offerings.

Subd. 3. Structure of the Council. The council shall consist of two-thirds faculty members and one-third administrators and/or other staff. The faculty members will be selected by the faculty president after consultation with the college president. The administrative members will be selected by the college president after consultation with the faculty president but must include the chief academic officer. The parties agree to make appointments that represent broadly the academic programming of the college. A faculty member shall serve as chair of the council. S/he shall develop agendas and meeting arrangements cooperatively with the chief academic officer. Other individuals may be invited to address the council.

Subd. 4. Process. The council shall develop procedures for all curriculum matters to be discussed. The council shall, upon due consideration, forward its decisions to the administration. While it is recognized that the college president reserves the ultimate decision-making authority, the norm shall be to follow the decision of the Academic Affairs and Standards Council absent compelling reason(s) to do otherwise. If the administration counters a decision of the council, the council chair may request that the college president attend an upcoming meeting of the council to hear an appeal on the issue.

Section 3. Alternative Structure. As an alternative to the structures in Sections 1 and/or 2 above, a different structure may be agreed to between the college president and the MSCF Chapter with the approval of the State MSCF. Such agreement shall be confined to the design of the structure and its operational mode. Such an agreement shall not in any way regulate or control the right of selection or participation by the MSCF Chapter. In the event that no agreement is reached on such an alternative structure, the governance structure shall be that set forth in Section(s) 1 and/or 2 above.