



September 17, 2019 | 3:30pm | O'Keefe Hall (Casey 128)

Present: Daniel Barr, Kristi Bitz, Kayla Boepple, Matthew Brumit, Carmen Cain, Susann Cuperus, Alanna Dennison, Mary Dockter, Austin Dukart, Jocelyn Dunnigan, David Echelbarger, Lauren Emmel, Alice Erling, Kevin Fishbeck, Renaud Dauthier, Margie Hair, Leroy Huizenga, Rachel Johnson Krug, Nicole Jonas, Michael Lares, Joanne Lassiter, Molly Leer, Albert Lukaszewski, Kim Marman, James Maskey, Becky Meidinger, Karen Michalka, Loni Miller, Michael Morris, Heidi Nieuwsma, Margaret Nordlie, Philip Porter, Glenda Reemts, Joshua Richards, Manisha Sawhney, Jared Schumacher, Jeremy Skrzypek, Daniel Sportiello, Michael Taylor, Brenda Tufte, Dennis Viernes, Lark Welch, Travis Wolf, Robyn Zeltinger

Meeting called to order by President David Echelbarger at 3:31pm

1. Welcome & Reflection
 - a. Welcome and reflection conducted by David. Remarks related to the joys of colleagues at the University of Mary.
2. Approval of Minutes
 - a. Moved and seconded to approve the minutes from the April 16, 2019 UMTFO meeting.
3. Replacement Elections: Faculty Council & Academic Appointment Committee
 - a. Faculty Council – Introductions of the members of Faculty Council. Julijana Nevland left the University. Dr. Kristi Bitz was nominated, and a unanimous ballot was motioned, seconded, and passed.
 - b. Academic Appointment Committee – Christine Fleischacker left the University. Dr. Nathan Kilpatrick was nominated, and a unanimous ballot was motioned, seconded, and passed.
4. UMTFO Constitution
 - a. David handed out a draft of the changes to the UMTFO Constitution and By Laws. Feedback and comments were solicited from the UMTFO membership present. Method of election would potentially be left up to the school (electronic or paper). If the changes for Election and Term of Office were made, would need to look at the nominating committee duties. No additional comments were made. Any additional comments should be sent to David. Faculty Council will review and vote on at the next meeting to bring forward to UMTFO at the October meeting.
5. Year-End Evaluations
 - a. Goal to make the year end evaluations mirror the rank and promotion process. Recommendation to have a larger review every third year to better prepare for rank and promotion. Faculty Development and others interested will serve on an ad hoc committee. Requesting a representative from each school with individuals that have gone through the rank and promotion process. Individuals interested should talk to David.
6. Points of Contact for University Initiatives
 - a. Term Schedule Exploratory Committee – David shared a list of the individuals that are serving on the Term Schedule Committee. Request was made to share the meetings for

others to join. Request for clarification on timeline, piloting (who is piloting and when, preference for not Summer semester), representation (including Graduate students and online students), survey of students, and purpose for the potential change. Request for Dr. Rod Jonas to share information hopefully at the October UMTFO meeting or a special meeting prior to President's Council. David will reach out to Dr. Jonas to set up a date and time.

- i. Individuals serving on the Committee: Caroline Kozojed, Christine Sperle, Dale Lennon, David Tamisiea, David Anderson, DeeAnn Jahner, Glenda Reemts, Heidi Nieuwsma, Jerilyn Stocker, Jessica Smith, Jill Nustad, Jodi Roller, Julie Yarwood, Karrie Huber, Leroy Huizenga, Loni Miller, Mary Hager, Melissa McDowall, Michael Lares, Phil Reese, Rachel Johnson Krug, Robert Dosch, Robert Willenbring, Rod Jonas, Scott Cleveland, Terry Pilling, Thomas Porter
- b. When things happen, they happen quickly here. We would like to stay on top of things occurring on campus and connecting faculty with the representatives on different committees. Would like to see specific UMTFO representation added to new committees and initiatives moving forward.
- c. David would like a creation of an UMTFO page within Canvas.
- d. Year Round Campus - There have been concerns from students through faculty. If you have heard concerns or kudos from students, please communicate with David so he may pass it onto Dr. Fladeland.

7. Committee Reports

- a. Nominating Committee - Travis Wolf - Nothing to Report
- b. Faculty Development - Bob Willenbring - Working on Sabbatical rubric.
 - i. Faculty Learning Communities - Brenda Tufte - Please sign up for the FLCs via the email from Dr. Alyssa Martin or speak to Brenda if you are interested.
- c. Salary and Benefits - David - Met yesterday, they are working hard to give us positive news on All Saint's Day. Remember information from the budget forum, only buy needs and wait for wants. Do not expect major changes in our benefits this year.
- d. Scholarship - James Maskey - Nothing to Report currently.
- e. University Dining - Daniel Sportiello - Nothing to Report.
- f. Faculty Research Development - Renaud Gauthier - Stepping down as Chair and Jeremy Skrzypek will take over.
- g. Student Development - Dennis Viernes - Nothing to Report
- h. University Senate - David - Nothing to Report

8. UMTFO Goals

- a. Constitution and by law update
- b. Year-End evaluations mirroring the rank and promotion rubrics
- c. Effective communication to committee members on University Initiatives
- d. Canvas page for UMTFO to share information
- e. Members were asked to speak to David if they have additional thoughts.
 - i. Request for additional space on campus for offices and classrooms with the new master landscape plan. If faculty have stories or things that are occurring based on needs for space, please contact David.
 - ii. Request for Directory to be placed on my.umary and the discussed Canvas page

9. Old Business

- a. None

10. New Business

- a. None

11. Announcements and kudos

- a. December meeting will be held December 10th not December 11th
- b. Rank and Promotion deadline is January 6th
- c. Reminder for United Way Campaign
- d. Bloody Sunday Forum – Call for Papers – Peer Reviewed publication – information handed out

Meeting Adjourned at 4:27pm

Minutes prepared and respectfully submitted by Becky Meidinger, UMTFO Secretary