Bemidji State University
Senate Meeting
Monday, 12 January 2015

**Attending:** Andrew Hafs, Donna Pawlowski, Brian Donovan, Paul Kivi, Heidi Hansen, Janice Haworth, Daniel Guentchev, Pat Donnay, Deb Peterson, Christel Kippenhan, Porter Coggins, Kris Nei, Judy Olson, Keith Gora, Jan Heuer, Cheryl Byers, Bill Joyce, Joann Fredrickson, Tim Brockman, Lyle Meulebroeck, Debra Sea, Sarah Young, Tiffany Hommes, Mary Fairbanks, Larry Swain, Jeff Ueland, Keith Marek, Sheila Paul, Sarah Tarutis, Rod Henry, Troy Gilbertson, Carolyn Townsend.

**Guest:** Michelle Frenzel

**Absent:** Francois Neville, John Truedson, Carole Nielson, Pat Conely, Jennifer Atteberry, Amber Fryklund, Craig Hougen, Rich Jahner, Tom Fauchald.

Call to order 4:02pm

Motion to change order of minutes.

Senate minute taking and Course Scheduling Guidelines Proposal to top of agenda.

Motion: Bill Joyce (BJ)
2nd Porter Coggins (PC)
Motion approved.

Note taker is proposed to be Lainie Hiller (LH), who is not part of BSUFA and for whom we need approval to take minutes.
Motion: Judy Olson (JO)
2nd: Rod Henry (RH)
Motion approved.

Course Scheduling Guidelines Proposal to top of agenda.

Jeff Ueland (JU)- the Administration wanted a result over Christmas, which we believed to be an unreasonable timeline, and that it needed to be brought to a Senate meeting. It has been posted quickly so as possible to discuss. Michelle Frenzel (MF) invited to Senate to discuss any issues re implementation.

Michelle Frenzel joined meeting to discuss the issue of proposed scheduling

MF. Welcome back everyone, thanks for having me today.
I want to give you a context for guidelines and the impact for departments. Guidelines are posted on the BSUFA website.
The only thing that is new on there is the language for Lib Ed courses. Two classes would be meeting during primetime during scheduling pattern, and would only have a small impact. Faculty would work with their dean to get approval for scheduling.

Second item, talking about distribution of courses, addresses student time conflict, which we want to minimise as much as possible. We conducted research on distribution over time, looked at 01 – 14. Overall is pretty evenly distributed; Friday is bit different, but overall mostly same. Some departments have heavier load but not everybody. Impact overall is a few classes here and there, and we want to set up Best Practise and avoid course conflicts.

3rd = prerequisite. There was suggestion in the research we’d done regarding minimisation of conflicts. Again, we’re trying to minimise conflicts for students.

4th = current practice, formalising what we’re already doing, moving forward doing what we’re already doing.

Christel Kippenhan (CK): Please explain little bit more.
MF: When a department puts forward a schedule, any attribute that gets changed, has to get approved through the dean.
CK?: These are changes after they have already gone through the system?
MF: yes
CK? Some classes are restricted in our department as to what time we can have them.

Cheryl Byers (CB): We have concerns re Monday/Wednesday/Friday restricted to 50-minute classes. Is this considered Best Practice across the country? We don’t agree 50 minutes works for Social Work. We would be restricted to Tuesday/Thursday and we can’t do everything on Tuesday/Thursdays and we need to be able to operate on Monday/Wednesday/Friday. We are not in support of this proposal because if scheduling restricts to Monday/Wednesday/Friday 50-minute classes we cannot offer our degree.
MF: This is same as what we currently have, nothing changes.
CB: is this the same across the country with antiquated 50-minute classes?
MF: You need to have a conversation with your Dean, just like you would now.

CK: We have a lab component to some classes, or some 1-credit classes that meet for two hours, how are they integrated as 2-credit classes or scheduled as a 4-credit class because in there are some activities/ lab component classes are not really considered more like a lecture classes.
MF: Right now it’s scheduled as 2-credit course classes. Some of what you’re doing now will still have to be the practice.

Paul Kivi (PK): given that some classes start and then go over into prime time classes, how does that work? 2pm-3:15pm
MF: That wouldn’t be allowable because it starts in a prime time. Goes for 6 hours.
MF: Would have to look at what your course looks at overall

Heidi Hansen (HH): We teach Tuesday/Thursday and Monday/Wednesday 2 – 3:50 to accommodate teachers who have practicums. Would I have to get approval through the dean?
MF: Yes, just like you do now.
Deb Peterson (DP): I like the fact Tuesday/Thursday have been adjusted to allow for one extra course offering.

MF: Changes to current patterns, helps space utilisations. Scheduling is now by the minute, not by the hour as before. Other changes- we added Monday/Wednesday 3pm – 4:15 option, supporting 3 o’clock and later more flexibility for time. Also added Monday/Wednesday/Friday at 7am. Emphasise this is a VERY optional time.

Brian Donovan (BD): Our department routinely schedule 3-credit classes for once a week 3pm-6:40pm with some flexibility, would we not have to route through dean?

MF: Didn’t get answer- check- assume she nodded?

Jan Heuer (JH): Tuesday/Thursday usually accommodates 4-credit. Are we getting away from that? If that happens will that allow a little more flexibility on other days, like Monday/Wednesday rotation like we have Tuesday/Thursday rotation?

MF: We looked at one school that had a lot of 3-credit, and it would definitely be something we look into and need to have options for – 5 credit classes options.

Pat Donnay (PD): Major changes squeezing one more class in on Tuesday/Thursday?

MF: Yes. Would be nice if we’re supportive of this as we go forward.

JU: following up on this, when we forward this on to Martin Tadlock, do we have any other comments? Open to hearing some of these, and have them recorded. Any thoughts on how to proceed form here?

HH: Will there be some sort of process of rejection if we can’t teach certain classes?

JU: Apparently it would go back to how it would always be done prior. Deans open to what happened previously, so wouldn’t change much.

DP: Move to approve course schedule as proposed, with comments.
Pat Donnay second.
Any other ideas?

Janice Haworth. Picture on the wall makes me want to vote Libertarian

?? from?? Is this proposed for scheduling 2015?

JU: Yes.

Is this moving towards central scheduling?

JU: I think so.

Brian Donovan: I have concerns re packing Tuesday/Thursday slots tighter. Current schedule gives you long enough for lunch in between, and if you have a good seminar going you can keep going longer if students want to. I would miss both of those.

Pat Donnay: Part of the reality is that we’re going to lose a lot of classrooms in the next few years and we’re going to have to find a way to use them more efficiently. If we can get by with less time between classes on Monday/Wednesday/Friday, why can’t we on Tuesday/Thursday?
Paul Kivi: There are so few 4pm Monday/Wednesday/Friday classes, if we started earlier. Info requested option of 2 – 3:15 or 3:30 – 4:45 Monday/Wednesday/Friday would that use space better than the 4pm class would?

Motion Approved.

President’s report.

Holiday party recap. Thank you everyone who attended, it was lot of fun. Thanks Lainie. Thank you all for supporting that endeavour.

BSUFA office space. The office has moved from Memorial 201 to revamped space in Sattgast 334. It looks nice, and is a comfy space. We encourage committees to schedule meetings in the meeting space, between 10am – 2pm. Contact the office for more details.

Hiring checklist. This has been around since last semester. Trying to get it changed, heard a new and updated one will be offered to take into account our concerns. We will bring back when we see it and get it. Take another shot if we have to.

M&C
Regarding the use of fac-staff listserv to alert faculty that students will be out of classes. This is a potentially serious privacy issues, with serious ramifications. Please use specific emails to faculty instead.

JU heard the President talk about NTC, and when he did it wasn’t what JU was expecting. Two days prior, JU received an email from the President that he wanted to meet before Wednesday. He said there would be no going ahead with individual accreditations. JU asked questions as to what does that mean, and the President affirmed that NTC would probably be gone then, and also that BSU bargaining units if they come to NTC should be with our policies and guidelines. Meeting with Martin Tadlock was completely different. BSUFA would apparently sign an MOA that we don’t alter contract but there would be a one-time change. This would be taken downstate to sign, and also JU would have to sign, and MnSCU to sign. There is a non-likelihood of this ever occurring.

JU was ready for meeting to be ugly. President says just going with what we have. Martin Tadlock sent follow up email with HSC to get an extension, and back within two weeks to tell us what that is.

Related- Jim Graboswki called, and he’s meeting with his downstate president to discuss this issue tomorrow, and JU will keep senate informed. JU pressed on issue of MOA, JG said he would not sign it.
JU: If it happens, then we really need to seriously start thinking about what that means. Large number of Lib Ed classes, overlap with business and accounting, how does that get dealt with? We’d need to have conversations. Faculty need to be keeping up on this one. Any questions?

Heidi Hansen: Did he speculate on whether this would occur?
JU: He didn’t. Doesn’t seem to be unified idea in Deputy. Is a very tall order.

Pat Donnay: If we don’t do separate accreditation, and they get rolled into us, then NTC goes away?
JU: They will still be separate, but that distinction gets wiped out if one accreditation. Would be one institution.

If any questions, send JU email, or see him in his office.

Officers’ reports.

Sheila Paul, Treasurer
Draft budget. Spending in December. Party did cost us $1335. Good way to spend money, but need to encourage faculty to use these events. SP read budget, and referenced budget online. Look at how we get to office manager expenses. We are sustainable, does allow for some building of the funds for next delegate assembly, e.g., single rooms instead of double rooms. Encourage senators to look at the budget and take back to departments.

JU: Please look at budget, thanks to Sheila and Tom Fauchald for getting draft together. Look at it, review it, come back with ideas. Hope to approve in Feb.

Grievance Report.
Carolyn Townsend
Two grievances on table. One went to Step Two, one went to NTC faculty teaching a BSU course. Did get a response from President that we felt comfortable with as it spelt out in writing that it wouldn’t be a continued practice

We do have one grievance on table, have 4th extension re use of adjunct faculty, is still out there and our response is not due back until January 22. We have really heard nothing substantial from administration re response towards solution, so is looking likely to go to a Step Two.

Steve Carlson- Action Committee. Please write to your legislators- Hancock (I’ll be meeting personally, remind him not to kill us in higher Ed).

There are two primary lobbyists in MnSCU, they are mostly competent. Rosenstone is not competent. Picture is bleak if we don’t get %?

Encourage to contact your legislators
Lib Ed.
Deb Peterson.
Hope you had a chance to look at materials, because proposed modification was there to Area 2. Currently students don’t have to take courses in Area 2. We made assumption that their critical thinking improved upon completions of Lib Ed courses. All we see is modest improvements in critical thinking abilities, and to rectify that, and to help bolster our students’ critical thinking abilities, we propose (see in bold font on the handout on BSUFA website) … I know some of you have concerns re adding courses or credit to Lib Ed. Not what we’re intending any course that’s in Area 2 must be in another area also.

Any questions?

Brian Donovan: How do you envision this will improve longitudinal test on critical thinking ability?
DP: Currently is an afterthought, or one of student outcomes, not all of them. Our hope is that if you style courses differently, students might better understand what that course is.

Andrew Hafs: Is there a plan for how you implement it?
DP: We want to make as easy for departments as possible, don’t want departments to have to resubmit course changes, but if you would let us know which course or two you want housed in Goal Area 2, we’ll take it on faith that you are in fact doing so, and then look forward to the assessment of that Goal Area.

Pat Donnay: Most of our courses are already in two, so if we want to get in it has to come out of another area.
DP: You can only have a course in maximum of two areas.

Larry Swain: Rule about core areas. Thinking about English courses as that would fit under current condition some of our classes can’t move.
DP: they could be under Area 1 and Area 2.

JU: Please talk to your departments about this and maybe we can vote in February.

Curriculum.
JU: Sanjeev isn’t here; Donna Pawlowski, can we talk to you?
Donna Pawlowski: We had proposals here with changes. We haven’t met face to face for a while. (Referenced BSUFA website with links to curriculum changes). Curriculum would like to approve.
Heidi Hansen: Education Committee looked at the Education proposal as well.
Deb Peterson: So did Lib Ed.
Both recommend approval.

All curriculum changes approved.

Rules.
Larry Swain.
Reminder of last spring when we moved Teacher Ed committee, disagreement how we drew composition. Rules went back and looked at it and at web page for Professional Education, specifically looked at each department that they said had certification. Took one person from each, with some exceptions. Subsection B was sticking point.

Committee moves acceptance of subsection
Christel Kipeenan: Move to amend so that Physical Education/Health Education are one, not separate.
2nd Daniel Guentchev

DP: Is there a Health sciences? Whatever health sciences is, currently has one committee member, are we eliminating the health sciences line?
Answer is yes.

HH: is there a reason there wasn’t one from science and one from social science?

Judy Olson: why isn’t Prof Ed given a person on committee?
LS: They are, but not voting.

JO: I want to table, in order to have further discussion with my department.
CK: I can take amendment back? It seems as if a mix of Teacher Education programs, and Science and Social Ed. There are programs and departments in there. There are committee members representing departments and some programs?

Motion withdrawn, Daniel Guentchev ok with that.

JO: Motion requesting tabling so that we can get clarification from departments.
Motion passes.

JU: At last meeting, we talked about convocation hour. When the Administration initially approached us, it was for a time for everyone to meet. They have asked us to look at again in context so that student groups would have time for meetings without classes. JU said he’d bring back to senate. Any feedback or action?
Deb Peterson: Based on Monday/Friday schedule, the 7am hour is wide open.
Andrew Hafs: Seems like we’ve had a lot of stress on rooms, why do this- block off an entire hour? Biology would be against it.

JU: Will bring this back.

5:02 adjourned

Respectfully Submitted,
Lainie Hiller