BSUFA Faculty Senate
Minutes for March 5, 2001

Members Present: Jim Brouwer, Chris Brown, Pat Conely, Deanna Evans, Eric Forsyth, Charles Gagel, Charles Gardener, Janice Haworth, Rod Henry, Louise Jackson, Jo Jordan, Brendan McManus, Charles O’Connor, Ron Oldham, Wally Peck, Deb Peterson, Elizabeth Rave, Jim Richards, Pat Rosenbrock, Barb Schuldt, Carol Struve, Jeff Totten, Ken Traxler, John Truedson, Rose Weaver, Pat Welle, Randy Westhoff, Rod Witt, and Sarah Young

Members Absent (excused): Jack Reynolds,

Members Absent: Pat Donnay, Rich Gendreau, Blanca Rivera, and Scott Sasse

I. President Brown called the meeting to order at 4:05.

II. Approval of minutes for February 5, 2001. Senator O’Connor moved and Senator Schuldt seconded the motion that the minutes from February 5, 2001 be approved. The only correction is in the list of absent members; Pat Conely should be moved to the excused list. Minutes approved.

III. President’s Report

A. Senator Kinkel’s bill. The new amended bill was handed out to senators. President Brown reported that the statewide strategy had been to “love the bill to death.” This approach was an attempt to expand its coverage to include private colleges and the University of Minnesota system schools. This strategy does not appear to have worked. The bill will be heard this Wednesday. BSUFA senators were urged to write to Senator Kinkel and let him know their thoughts.

B. Calendar. Vice President Quistgaard has received a memo from the MSUAASF President regarding the proposed 2002-2004 calendars. The memo reports their support for calendars that begin before Labor Day. The senators told President Brown that we stand by the calendar passed in our previous meeting. Senator Forsyth requested that President Brown communicate our displeasure to the President of MSUAASF with item 6 in the memo, which stated, “The post-Labor Day calendar creates opportunities for misuse of faculty duty days especially as they relate to scheduling of final exams. Several MSUAASF members stated that students reported their final exams had been given the week prior to final week to alleviate the time constraints for completing grades prior to the start of the holiday break. This has two effects. First, it reduces the number of instructional days to less than 70. Secondly, it contributes to a morale problem when some faculty abuse the duty days by not being available on campus for students or staff.”

C. President Brown apprised senators of a Request for Proposal for the Development of Online Courses and Programs offered through the Center for Extended Learning. All BSU full- or part-time faculty members may submit a proposal. In
the notice, it states that, “The Center for Extended Learning will provide funding for IFO travel or equipment/software purchases up to $300 for all “RFP” participating faculty who complete a faculty training program for online course development and instruction. CEL will also fund release time for faculty, for one course (up to 4 credits), for course development for Fall Semester 2001. Release time will be funded at the adjunct replacement rate.”

Two concerns were noted. Senator O’Connor wondered how the release time would impact departments. President Brown mentioned that the RFP requires signatures by both the chair and the dean. This should alleviate Senator O’Connor’s concern. Senator Henry expressed concern for intellectual property issues. At issue is whether faculty members want to/should have to give away their rights to the work they have completed. The RFP states that the author and the university need to sign an agreement regarding intellectual property prior to the initiation of course development and within 90 days after formal acceptance of the proposal.

D. Laptop computers. The current administrative proposal requires faculty members to return their old laptops. Selling the old laptops enables the administration to offset the price of purchasing the new laptops. The College of Professional Studies would like the decision to return the laptops to be up to the various departments. In that college, some departments would like to provide computer access for adjuncts and Graduate Assistants. This might be possible and relatively inexpensive, if departments were allowed to buy back the old laptops. Senator Witt moved that the administration allow departments the first right of refusal to buy back the laptop computers at the same price for which they would be sold off-campus. Senator O’Connor seconded the motion. The motion carried.

E. Scheduling difficulties for committee meetings. A number of committees have had difficulties finding meeting times where all members can meet. Since faculty play an important part in the new planning process, the lack of open meeting times is problematic. How might this problem be resolved? Should a certain time of day or day be reserved for meetings? Senators were urged to raise this issue in their department meetings and ask their colleagues for alternatives.

F. A duty day. It has come to the attention of BSUFA that some faculty members have received remuneration amounting to half a duty day for participating in SOAR. Faculty members should know that there is no such thing as a half duty day. If you are here, you should be paid for a whole day.

IV. Officer’s Reports.

A. Rod Henry, our negotiator, reported that all of the IFO proposals (except for the budget) can be viewed on the web, and may be accessed through the BSUFA website.
V. Committee Reports

A. Graduate Studies. Senator Westhoff reporting. The committee has completed its assessment process. Two decisions have resulted from that process. First, the committee has recommended that graduate students’ stipends increase from $6000 to $8000 per year, and that the tuition waiver also be adjusted upward.

Second, the committee has developed a series of forms to help both graduate students and graduate faculty. One form outlines the procedures that will be followed once the student has been admitted to Graduate Studies. Another form provides suggestions to advisers who supervise a masters’ thesis or graduate research paper. A third form addresses the proposal stage. A fourth form, the pre-defense signature form, attests to the fact that all committee members have received a copy of the thesis/research paper, that they have read the paper, and that they have provided reactions and/or recommendations to the graduate student. Senator Westhoff asked the senate to approve the forms. The motion passed.

B. Academic Computing. Senator Young reported on behalf of Glen Richgels. The committee had been charged by the senate to look at web standards, and they have developed a draft that they would like to forward to the CTLR committee. They are seeking senate approval to send the draft on to CTLR. As senators had not had time to review the draft proposal, senator McManus moved that the senate table the approval of the draft until the next senate meeting, March 19, 2001. Senator Schuldt seconded the motion. The motion passed.

C. Budget. Senator Welle reporting. The committee has gotten a late start, but they have been working hard to make up ground. They have examined their charge, and they would like to redraft their charge to make budget recommendations. The committee has also been working to identify the parts of the budget that are controllable and those that are not controllable. Committee minutes can be found on the web.

D. Academic Affairs. Laurie Desiderato reporting. The committee has been meeting weekly. The committee is charged with overseeing the university assessment and five-year review process. To date, the committee has been trying to determine where departments are at in the assessment and review process. It has also reviewed requests for assessment funding. The committee is also revising the academic program review guidelines, so that assessment and the five-year review process are linked more closely. The committee is also discussing whether standardized tests should be given to students so that we can measure learning. The committee is also looking at the results of assessment plans. What kinds of things are programs/departments assessing? What are some strengths and weaknesses that can be noted?
Senator Witt asked what the committee and the administration wanted of departments and what happens after departments have done their work? Dr. Desiderato stated that assessment should not be viewed as an external requirement but as a way for departments to find out what their students are getting out of their major, with an eye to making necessary revisions to the major.

E. Constitutional Review. Senator McManus reminded the senators of the proposed amendments to the BSUFA Constitution. The amendments are printed below in their entirety. On April 2nd, there will be a BSUFA meeting at 3:30 preceding the 4:00 senate meeting. Association members may convey concerns and recommendations at that time.

Amendment 1: To the end of Article VII Section E: The written record of the Senate proceedings shall be archived in an enduring from and in a place where it can be consulted by members of the BSUFA. The Recording Secretary of the Senate shall see to it that the written records of Senate proceedings are archived.

Amendment 2: To the end of Article VII Section F: In the absence of the Recording Secretary of the Senate, the duties of the Recording Secretary devolve upon the BSUFA Secretary. In the absence of both, the President may designate a member of the BSUFA to make a written record of Senate Proceedings.

Amendment 3: To the end of Article V, Section A, Subsection 3: In the absence of the BSUFA Secretary, the Recording Secretary of the Senate may undertake the BSUFA Secretary’s duties.

Amendment 4: To the end of Article VIII, Section D: The term for membership on any University-wide committee for which membership on a BSUFA committee is a prerequisite shall follow the term on the BSUFA committee. When membership on a BSUFA committee ends, membership on any University-wide committee for which the membership on the BSUFA committee is the prerequisite shall end at the same time.

Amendment 5: Replaces the first three sentences and the beginning of the fourth sentence to the word, “will” of Article IX: Amendments to the BSUFA Constitution shall first be approved by a two-thirds vote of the BSUFA Senate. If so-approved, the text of any amendments shall be presented to the BSUFA Membership by mail within seven duty days following Senate approval. A member of the Constitutional Review Committee shall present approved amendments for explanation at a BSUFA meeting between 10 and 25 duty days following Senate-approval. A ratification election will then

VI. Meeting adjourned.

Respectfully submitted,
Debra Peterson