BSUFA Senate Minutes
Dec 1 2008
HS 107

Attending: Chris Brown, president; Dave Benson, Cheryl Byers, Sue Cutler, Brian Donovan, Marsha Driscoll, Tom Fauchald, Jeanine Gangeness, Colleen Greer, Janice Haworth, Mike Herbert, Craig Hougen, Ivy Knoshaug, Doug Leif, Co Livingston, Keith Marek, Brendan McManus, Nancy Michael, Mike Morgan, Dianne Narum, Bud Nestel, Deb Peterson, Karl Salscheider, Mehdi Sheikholeslami, Kathryn Smith, John Truedson, Jeffrey Ueland, Derek Webb, Pat Welle, James White, Marty Wolf


Call to Order
4:00 pm

Approval of Last Minutes
Fauchald moved; Welle seconded. Motion carried.

President’s Report
Brown announced a reception: BSUFA has a $750.00 surplus to hold a BSUFA reception for the members with a guest speaker and refreshments. This would be held during spring start up week. Wolf reminded us that the reception would be open all faculty, regardless of status. Send requests to Brown.

Salary equity: Some faculty have received equity adjustments. Checks will arrive in January. Everyone should receive a one step increase with the first check of the year.

We are still in need of a Secretary of Senate

We are also looking for a negotiator. Without a negotiator, BSU will not have a vote downstate. Fauchald recommended sending a second email to the membership.

PDPs: Concerning Teaching - Area 1 Some comments from deans have been a little prescriptive about how faculty should assess students. Brown reminded the faculty to refer to the contract for clarification: The PDP should include a procedure for student assessment. But the The evaluation method is up to the faculty. The wording is loose in the document. Faculty with concerns can invoke the contract or contact a grievance officer.

BSU has large group of chairs on Peterson Green. All the members of the Spanish program are chairs. Congratulations.

The BSUFA Committees are up and running.
Brown spoke to a rumor circulating concerning online courses: Pawlenty asked for 25% of credit generation from online courses, but did not set a calendar. We do not have to rush to develop online courses.

Update on Men's Track: Quistgaard has agreed to meet with Haugen. He is thinking about requesting someone else at the meeting with him on Weds, 1:30. Quistgaard is asking people to bring feedback to Maki.

Officers’ Report
IFO Board Meeting. Cutler reported.
Kathryn Smith is a rep on the IFO Technology Committee.
MnSCU came up with a LOU concerning the year of teaching, but the Board defeated it
Purging of D2L files: MnSCU claims that memory is too expensive, so they are purging or not allowing faculty to access older courses up to spring 2006. Once the system is set up, faculty will have access two years back. If faculty want their materials, they should move them to developmental shelves.
Fleet Safety: A final policy will be coming in January for students; in July for staff. MnSCU has set up a new web site for transferability of courses at www.uSelectmn.org. An ad hoc Budget Committee has been formed with Fauchald as chair.

Committee Reports
ACC Report: Chair Tammy Bobrowsky reported on concerns addressed to the CIO Davidson.
Re: Ironport spam filter now in use: Davidson said that Ironport will not be used to track email or web use by any individual. It is not currently configured to do so. Concerning its purchase: He spoke to students about using student money. 90% of email use on campus is by students; their money paid only 20% of the price of Ironport.
Re: Active Directory: Davidson reiterated his reasons for switching to an MS server. Novel has been losing market share; other schools are using it. Fauchald asked if this will mean a change to Outlook. Bobrowsky will ask.
Davidson reiterated all labs will switch to individual log ins over semester break. Welle asked if this was just public labs. Bobrowsky answered that it was the ACC's understanding that is was all labs.

Curriculum Report IV (attached)
Salscheider reported. CIS made one cut and a switch and recommended passing the changes. Recommendation carried.

Rules Committee
McManus distributed and reviewed the Constitutional Amendments change concerning setting up a Grievance Board. The Committee proposes 4 appointed officers named by the Chief Grievance Officer, for 2 year terms (2 odd, 2 even), one from each college and one from academic support. The officers would be nominated by the Chief Grievance Officer, and nominations ratified by Senate. This proposal brings us into line with the IFO Board.
The text of changes will be emailed by McManus. He would expect to vote on this in January.

Lib Ed
Donovan and Peterson reported.
Lib Ed distributed draft revisions to the implementation section (re: 5 May minutes), sent out 2 weeks before for suggestions. The Committee has also talked to heads of programs on campus. The changes being proposed are tracked on latest draft of Nov 30.

Lib Ed recommends to approve section A: Policies for students, and C: Policies for faculty developing courses. Second B was approved last spring, May 5.

Fauchald had a question on: #11: Dual track. A student can opt into either BSU Lib Ed or transfer curriculum?
Donovan: Yes.
Fauchald also requested clarification concerning meeting requirements. Everything is contingent on meeting competencies, which can be met with one course, rather than two as it is in some cases now. None of the requirements is expressed as "Students need X number of a course" but just that they need a something. That something isn't clear.

Byers: concerning #11. Students who complete our BSU lib ed program will be certified as meeting transfer status. Could you clarify?
Donovan: If you use the transfer curriculum, you can mix and match between BSU and other MnSCU schools. Privates, out of state, and U of M will have their own criteria for transfer. If you take courses that are not part of MnSCU transfer curriculum, those courses will not be guaranteed transferable. However, we will certify students who compete the BSU Lib Ed program package as having completed the MnSCU transfer curriculum.

Byers: Specific to social work, on p 6: Can we put a course in both Diversity of Knowledge and another area?
Donovan: Yes. The list of families on p 6 is preliminary. Some disciplines have not been included in the families. Disciplines not on the list can put forward a course but you will need to make your case to the Lib Ed Committee for inclusion in the family.

Motion
Truedson moved to postpone voting on the plan until the January senate meeting; Nestel seconded Truedson: The way the plan places departments in separate families seems haphazard.

Peterson urged us to delay only until next Monday. Peterson: We'd rather that you take your concerns to your to departments for conversation this week and come back next week for a vote. To have the lib ed plan running in fall 2010, we need the courses ready earlier. The longer we delay on the matter, the longer faculty impinge on their ability to
develop courses.

Fauhald: The new material in the plan presented today is tied to colleges. There are disciplines missing from the families. Physics is missing as a science.

Peterson: Don't see that as a slight. We need to make adjustments. We take the comments seriously.

Lief: Can we just add the disciplines to the families now?
Truedson: I'm not sure we can discuss any changes before next meeting.

Gangeness requests an electronic version to show her faculty. Welle requests a version tracking the changes. If the changes are made, we need to know about them.

Motion amended to postpone until next week; Nestel seconded. Carried.

Donovan distributed a timetable for implementation.

Sheikholeslami: Is there any attempt to to coordinate the lib ed efforts with other MnSCU institutions?
Peterson: There was an attempt to create common numbering at the legislative level last year. But such coordination infringes on academic freedom.

Knoshaug: Re: p. 5. What is your rationale for moving the competency from the diversity of knowledge to technological literacy?
Donovan: That was done to address concerns that the lib ed program could be passed without a lab. We re-wrote it to include a lab or library.

Byers: I'm concerned about courses being offered pretty much as they are already written. I thought that all courses were going to be changed.
Peterson: Some courses will not need to be changed. Not all existing courses have to be redesigned from the ground up, but they still have to be approved under the new plan.
Greer: Re: p. 6: Families of Disciplines. We have tried to take your concerns into our placement of these.

Truedson: We need an open forum to discuss some of the details here or we'll have the same questions.
Driscoll: These questions have been hashed out for 2 years. All disciplines have access to the committee. We need to move on.

Brown: Talk with others in your departments.

Marek requested and Peterson agreed to distribute an edited version of the plan on Friday.
Academic Affairs
Nestel: BSUFA asked for and Academic Affairs meeting with Lisa Erwin re: academic
integrity. Erwin's plan doesn't look like it would impinge on academic freedom. The
committee will report back in spring.
Donovan had a question on procedure. In the past, John Blessing received a copy of
academic violations by students. We should now send this to Erwin and to the Chair of
Academic Affairs, currently Kyle Crocker.

HLC
Wolf reported: HLC is moving along, and Wolf thanked all who have helped so far. He
reminded the members that the HLC process is different than the five year review. HLC
process lets us make the case that we're achieving our mission. We have discovered we
don't have an effective process for documenting faculty and staff accomplishments.
Watch for an invitation for faculty to submit their CV. Wolf encouraged us to submit our
CVs to support the process.

Futures Council
Herbert reported. Futures Council met Oct 21. They will be responsible for advising the
President in meeting the University's mission. There are 19 people on the committee, 5
are BSUFA. This is not a policy making group; they are at level 1 planning. The Council
went through the SWOT factors. They will meet a few times each semester. Send
responses, questions, and concerns to Herbert.

Budget
Fauchald made some remarks concerning the State budget shortfall. Advice to
departments: 1) Spend your money. One possibility in addressing the shortfall is the
elimination of carryforwards. 2) Fill your positions. If you have vacancies, especially
probationary positions, start the process. MnSCU wants to move the shortfall to the
second year. IFO travel money is protected
that's protected.


Resumed: Dec 8, 4:02
Attending: Chris Brown, president; Cheryl Byers, Donald Cloutman, Sue Cutler, Phil
Dahl, Brian Donovan, Marsha Driscoll, Tom Fauchald, Colleen Greer, Mike Herbert,
Bonnie Higgins, Ivy Knoshaug, Doug Leif, Co Livingston, Keith Marek, Brendan
McManus, Nancy Michael, Mike Morgan, Dianne Narum, Bud Nestel, Shari Olson, Deb
Peterson, Miriam Rivera-Hokanson, Karl Salscheider, Mehdi Sheikholeslami, John
Truedson, Jeffrey Ueland, Derek Webb, Pat Welle, James White, Marty Wolf

Not attending: Dave Benson, Matthew Bowen, Dean Frost, Jeanine Gangeness, Janice
Haworth, Craig Hougen, Butch Holden, Kathryn Smith
Brown welcomed new representative Sherri Olson, from Education.

He announced that he will volunteer sitting on the 9 Month contract language committee. Welle moved to confirm; Salscheider seconded. Carried.

Jeff Ueland has volunteered to sit as BSU Negotiator. Donovan moved to confirm; Welle seconded. Carried.

Lib Ed, Part 2:
Peterson and Greer presented an overview of what the Senate approved of the plan last spring, per minutes of 5 May. They argued that Senate has approved the section on competencies. Even though they were included in the materials presented for Senate consideration, the Lib Ed Committee would not discuss the competencies at this time.

Lib Ed requested division to address and seek approval of the following items:

- Policies for students
  - Item 7: on p 6: under diversity of knowledge
  - page 7: a deletion

Truedson: Concerning Item 11: Since the current lib ed program will still be in place, how will two lib ed programs be run? Donovan: The transfer curriculum can be unbundled from lib ed. That's mandated. Any course in the transfer curriculum must transferable to another MnSCU institution. Courses within the new lib ed program cannot be unbundled. We're certifying that if students take the program as a package, they have met the transfer curriculum. We will create a crosswalk.

Livingston: If a student begins at BSU, can they be advised to take MnSCU transfer curriculum, stay with it, and grad. Greer: Yes.

Ueland: Is there a chance that we won't accept this plan? Peterson: This is one of Nancy Erickson's projects from the fall. Ueland: If you're dividing the question, we're going to run into delay. Greer: We have already had interest from faculty to get started. But we're in finals and can't address all the implementation questions. McManus: Please clarify what we're dividing

- Policies for students: 1 and 2
  - On p 6, we split #7: moving the research competencies to the technological area.
  - The language on page 7

Motion to divide carried.
Approval of area 1: moving Library research competency into Tech Literacy.
Donovan: Doing this makes a library and lab competency more stringent. We are requiring a lab or something very like a lab.
Sheikholeslami: What is the current lab requirement?
Donovan: One lab course.
Knoshaug: Just to clarify: Any course submitted as a lib ed under the new plan has to meet all the competencies listed in that area. So when a competency says, Perform an approach, that means the approach is appropriate to the discipline.

Motion to move the research competencies carried.

Greer: Second part of the division. We're asking you to approve Polices for students, p 1 - 2.
Byers: Were any changes made in this section?
McManus: There was a change at the bottom of para 11.
Donovan moved to amend the motion para 11, page 2 to insert "fulfilled requirements of the" before "MnSCU".
Driscoll second.
Carried to amend the motion.

Knoshaug: Under #2: If the change represented by the blue print is present, then there has to be some definition of the families.
Greer: We're trying to work that out.
Peterson: The families don't need to be defined right now. This part is for students to see what family of knowledge the courses are in.
Ueland recognized Pat Donnay: I thought you were going to exclude item #2 concerning the families, as said in the memo last week?
Donovan: We were considering coming up with a different set of families. In regard to Knoshaug's concern: We haven't yet determined how the proposer of a course will earn or get a family designation.
Cloutman: Just for clarification: We are not going to change the families?
Donovan: No.
Motion to approve the Polices for students, p 1 - 2, carried.

Part 3: Clean up language on p 7
Peterson: The material we cut was committee language.
Marek: Do you want to cut the proposal in #1?
Donovan: Yes.
Driscoll: Concerning #2: with "eg" eliminated, are these the only connections that are possible?
Donovan: Yes.
Driscoll moved to reinsert "eg". Ueland second
Driscoll: I can see situations where you can integrate lib ed with, say wellness, and not with a discipline per se. My point is that each proposal must make explicit connections with one of these to be included.
Welle: Since the list isn't exhaustive, "eg" is appropriate.
Motion to reinsert "eg" carried.

Welle: I'd like a rationale for striking "transdisciplinary"?
Peterson: They weren't complete thoughts.
Greer: We were trying to say close to the lib ed task force language.
Motion to clean up language on p 7 carried.

Peterson: We're hoping to have an implementation meeting at start up and 4th part will come up after that.
Morgan: To clarify: you're saying that the competencies are currently not open for discussion?
Greer: Yes.

Announcement: Social Activity
Friday 9 Jan, 2009.  7:00 Backyard Barbeque (next to Harmony Co-Op.)

Unfinished Business
Internal Candidates
Fauchald introduced, Welle seconded a resolution

Resolved: BSUFA requests that the Administration appoint a permanent faculty replacement when a faculty member is hired as a permanent (that is, not interim) administrator.

Fauchald: The context is this. When faculty are hired from within, the administration has not been filing those slots with permanent hires.
Donovan: There is no such thing as a permanent administrator. Administrative positions are not permanent.
Fauchald: The problem is that the department is short a position while the administrator doesn't release the position.
Welle: We have talked about this in Budget. This has practical implications for us in the budget and philosophy.
Driscoll: This increases a division between faculty and deans. In the best scenario, the deans come from the faculty and return to the faculty. We should encourage this. The possible negative outcome is that deans won't come back to teach.
Sheikholeslami: If a dean is hired from inside, and the teaching position is filled, what happens?
Fauchald: As long as the dean has seniority, the dean bumps the position.
Donovan: I was concerned lest we set up a situation where faculty are leaving. But the ability to bump the other one filling the position is the safety.
Welle: The incentive is the bump.
Marek: If someone wants to leave teaching to apply for a national search position, there is nothing backhanded about protecting their position.
Knoshaug: Like Leif, I'm concerned about protecting the department. If a faculty
member leaves, that's their choice. Meanwhile the department is left with a fixed term. Our concern should be the department.

Livingston: Isn't this just the administrations option, to fill the position or not?

Truedson: I speak in favor of the proposal. We want to encourage outside candidates. We want to make sure that when the administration selects the dean they are willing to commit.

Wolf: I speak in favor of the motion. It gives us a chance to say we're concerned about out department and we invite the administration to join with us in keeping our departments staffed properly. If the position is in place, and a dean later moves down, this puts a lot more gravity into the decision to hire an inside candidate.

McManus: Would we tell the hire that you could be bumped if the dean decided to go back to the faculty? We're hiring to a quasi-tenure.

Wolf: That may be true, but we all face the low person on the totem pole.

Cloutman: We should be up front on a hire

Salscheider: I was hired and not told about the situation until after I was hired.

Donovan: For the honor of the senate, I will vote for the motion for the benefit of the students.

Peterson called the question

Motion carried.

New Business

Emeritus Status

Higgins proposed, Nestel seconded:

BSU recommends that all BSU faculty members who have retired within the past ten years and could meet the year requirements of the new Emeriti policy be granted Emeriti status upon request.

Higgins noted that such a request may be put forward by the retiree or an interested current faculty member or administrator of BSU.

Motion carried.

Assessment Coordinator

Set aside by acclamation

Budget Committee

Fauchald introduced a recommendation from the Budget Committee:

The BSUFA Budget committee requests that the BSUFA executive committee request at the next Meet and Confer for a statement from the administration of their specific intentions regarding the use of summer school and equipment money. Additionally, we would like to know if there is a general intention to sweep accounts in order to meet budget shortfalls.
To clarify: We want to ask about all accounts at M&C.

Motion carried.

Fauchald introduced a second recommendation from the Budget Committee:

BSUFA Budget committee recommends that in planning future budget decreases, that the administration make decisions such that the percentage of the total budget designated as instructional costs should not be reduced below the rate in the 2008 - 2009 budget.

This means "Stay out of instructional costs when you cut."
Leif: Don't like the wording on this. Instructional costs include a lot of extra lines. We should ask for full disclosure.
Fauchald: This is about cuts, giving direction to everybody to say that instruction is a priority.
Leif: I would like to tell this body that rank and file is a priority.

Fauchald moved to table the recommendation. Nestel seconded. Carried.

No other business.

Adjournment (5:15)

Next Senate meeting:
Jan 12, 2009, 4:00 pm, HS 107

Submitted: M C Morgan