BSUFA Senate Agenda – January 14, 2019

Present: Rucha Ambikar, Tammy Bobrowsky, Tim Brockman, Steve Carlson, Pat Donnay, Brian Donovan, Joann Fredrickson, Dean Frost, Nancy Hall, Heidi Hansen, Janice Haworth, Jan Heuer, Samantha Jones, William Joyce, Christel Kippenhan, Paul Kivi, Dennis Lunt, Keith Marek, Francois Neville, Sheila Paul, Katie Peterson, Gary Rees, Travis Ricks, Miriam Rivera-Hokanson, Debra Sea, Derek Webb, Kari Wood, Holly LaFerriere, Halbana Tarmizi, Mary Fairbanks, Brenda Mack, Baozhon Tian, Miriam White

1. Call to order

4:01 pm

2. Approve minutes from
   a. Approve minutes from December 3, 2018

Brian D. Please add attendance list and key for initials.
Heidi H. Pg. 3. “we” is “We the graduate committee”
Keith M. Motion to Move to approve with changes noted above.
Dennis L. Second
Motion carries

3. President’s Report
   a. Bargaining units update
      i. All Unions Winter Social event on December 12
         1. Well attended with positive feedback and reps from all unions were there.
            People were able to chat with others outside of their bargaining unit, which was great.
         2. Revisit this in the fall
      ii. IFO Lobby Days on February 6-7, Steve Carlson, Dennis Lunt, and Derek Webb attending
         1. Number of attendees has been cut back due to budget (from 5-6 to only 3)
         2. Evening of Feb. 6th, social with legislation leadership and IFO
         3. Feb. 7th meet with local reps
      iii. Faculty overpayment/underpayment – flexibility with payback
         1. Contact Derek with questions or comments
         2. Underpaid: Fix- You work with HR to determine what you would’ve been paid and then they will pay you back the next pay period.
3. **Overpaid**: Fix- You negotiate as to how you will spread they pay back in future withholdings. There is flexibility; you do not need to pay it all back at once.
   a. Brian D. I was over Paid because the IFO is undercharging my dues
      i. Derek: We will talk later and that’s the first I’ve heard of that happening.
   b. Derek W. This came up in a meeting last semester so I wanted you guys to know the process and options

4. **Officers’ Reports**
   a. **Treasurer’s report**
      i. Bill J. $4,711.55 is our current balance. The State IFO reimbursed us $500 for the social event in December.
      ii. Derek: We can talk about this more later but other units will reimburse us. It was easiest for one bargaining unit to pay the bill and collect from everyone else.
   b. **BSU-FA Negotiator’s report**
      i. Michael M. is in China. They won’t meet until March or mid spring.
   c. **Grievance report**
      i. Active: Prior Consideration step 2 denied by the president and now it is down state and it should be going to step 3. We will keep you posted.
      ii. Dean F. We now have a list of all adjuncts and hires from administration. We are in the process of setting up a meeting with the provost to ask for remedies. We will keep you posted.

5. **Old Business**
   a. **Course caps committee update**

Derek W. -Last meeting we were going to create a committee, but I met with Tony and it seemed a bit unrealistic and not useful. This group could not represent the whole university well. Instead, this topic should be discussed between departments and deans (the Provost agrees). Discussions are happening now for summer and the provost is working with deans to try to get some sort of processes created.

Jan H. In the chairs meeting, they did mention that there’s something in the works.

?? Is the intention to just increase caps or what?

Derek W. I think consistency, room limits, and such are also going to be included.

Miriam R. My double numbered sections are an issue. They did not review how many students are able to fit into the classrooms…am I the only one that this is happening to?

Christel K. There could be physical constraints to consider as well.

Derek W. Keep in mind that we will be in rooms next year we have never been in, so refresh your dean’s minds. This topic will stay on the agenda for the next meeting. Also, meet and confer was moved to February 6th since President Hensrud wasn’t available.
6. New Business
   a. On January 15 the BSU Diversity and Inclusion Committee will be asking all BSU employees (faculty, staff, and administrators) and students to complete a very short (6 question survey) through Qualtrics. The purpose of the survey is to provide a baseline understanding of what people think about diversity and inclusion, the efforts taken thus far, and to obtain their vision for the future. The survey will be anonymous.
   b. **Curriculum Report IV**: Recommendation from Curriculum Committee to approve
      
      i. 8.TADT_18-19 vFinal CP
      ii. 12.BIOL_18-19 vFinal
      iii. 22.TADD_18-19 vFinal CP
      iv. 27.ED_17-18 vFinal2 CP

      Derek W. Curriculum committee moves to approve all the above.
      Discussion:
      Christel K. To the best of my knowledge, the graduate committee is okay with it.
      Motion Carries.
   c. All software requests to IT by May 1, 2019 because of HS project
   d. Students returning to BSU with old coursework (many years old, sometimes >20)
      i. Do we need a University policy to address this issue?
         1. Derek W. Departments can do what they want
         2. Jan H. A student wanted to bring in courses that were 15-20+ years old (laws change) and since we didn’t have a policy at the university level, we had to approve it. This could embarrass the department... we need to create a floor not a ceiling. The provost said it should come from senate to them and they would be more than happy to address it.
         3. Nancy H. We were trying to move to make that decision but the administration said we couldn’t?
         4. Joann F. Has the registrar’s office been involved?
         5. Jan H. With us, it has.
         6. Joann F. There was a policy but I’m not finding it now? It used to be there. I’ll keep looking.
         7. Jan H. It’s very loose and has open language. It’s not really a policy.
         8. Heidi H. This happens to us too and it may be worth talking to departments to see if we want to set some timeframe. I thought there was once but we didn’t know what it was.
         9. Nancy H. What are the policies in place at the university and department level? It’s not clear to me to how we can try to make a decision on a person and a program.
        10. Jan H. Motion to Recommend to Administration that the Global policy should be 12 years with discretion to departments (friendly amendment follows) and or Program coordinators with justification in writing.
        11. Brian D. Second
        12. Discussion:
           a. Please add “Program coordinators and chairs” to the motion.
           b. Jan H. okayed friendly Amendment
c. Christel K: Can we benchmark what other universities are doing? I would table to vote on this issue until we get this information.

d. Derek W: Ask records to do bench marking with other institutions to ensure the 12 year recommendation.

e. Is 12 years significant? Nope, Jan says she just made it up.

f. Travis R. Can the credits be counted as general electives in the program or towards the 120?

g. Jan H. I agree with you, but I don’t think anything we propose should force departments or programs to do adhere to that.

h. Travis R. I’m suggesting to let it go towards the 120 I think it’s a thought we should entertain.

i. Derek W. Records may have insight into this too.

j. Christel K. That’s what I was getting at...let’s use what other institutions are doing as a springboard.

k. Bill J. I had a student that was taking courses at a previous institution for 18 years consistently and can appreciate that but I also understand that lots has changed in 18 years.

l. Nancy H. Stakes are high in both directions I think if we had some data to look at closely, it would be helpful. A committee should also consider the complexities of the decision and make a recommendation to the senate.

m. Miriam R. Could I get some clarification? Is this for liberal education courses, programs, or both? UMD doesn’t give an AA so you can’t finish that their, so I was thinking in terms of that where it’s signed sealed and delivered.

n. Derek W. Is there a motion to postpone until the next senate meeting the motion on the floor?

o. Dennis Lunt: Motion to postpone the motion on the floor until next senate meeting.

p. Travis R. Seconds

q. Discussion

r. Derek W. In the meantime, I’ll work with the registrar and pull in academic affairs.

s. Motion carries to postpone motion until the next senate meeting.

e. Organizing efforts and $

i. Derek W. Each campus has been doing various things for organizing. Membership stats show the perspective of where the 7 universities are. Very few BSU employees are staffed as Part Time status.

1. Fixed Term (Non-Probationary), Probationary, FT, and Adjuncts categories

2. BSU is the second smallest university

3. If you’ve ever been on the IFO board we see it all the time
   Over the last couple of years, we’ve seen an increase in number of adjuncts and a decrease in number of full time faculty across the board. It seems there is a shift to using more adjuncts.

4. Keith M. Is metro excluded?

5. Derek W. Yes, they are very different.

6. Derek W. Membership data:
   a. BSU made some gains and is in a really good position.
b. The Full-Time category is strong and the Adjunct category is weaker, historically we’ve been lower. Efforts in the fall have paid off and we are moving the needle.

7. Derek W: Tenured faculty has gone from 99 to 86 and probationary has increased.

8. Derek W. We have had many retirees. Our total numbers are actually back to where we were before recalibration, and that’s good. We will discuss this more in future meetings.

9. Recruiting Funds:
   a. $5,000 given for organizing efforts in spring 2019.
   b. $500 was used for the winter social to strengthen our membership and relationships with other unions.
   c. $4,500 left and there’s 2 options to explore.
      i. First, Winona has set up training that we can attend (up to 3 members).
         1. This is a grass roots effort. If you have an interest in attending, let Derek know via email.
      ii. Second, in the Exec Meeting Dean Frost presented an idea to create a brochure that targets Adjuncts. Adjuncts are usually harder to track down. Email Derek if you have the skill set and desire. This will be a paid consultant option.
         1. Christel K. Is this the right format?
         2. Derek W. Email is already used but we don’t see it since we are not on the adjunct list. We should include the new dues structure. Other options are welcome.
         3. Christel K. I’m not a marketing specialist but what would I do with it? Would it get tossed?
         4. Derek W. Phone calls are usually dead ends or incorrect numbers so we’re looking for ideas.
         5. Miriam R. Invite them to an event or to win a gift certificate for something to eat. I throw mail away all the time. Maybe include them in a learn about being a part of the university system gathering.
         6. Derek W. I like that idea; we have targeted Adjuncts for our social events. 2 years ago we had an event and had gifts for adjuncts...and only 2 came.
         7. ?? Is there a sense as to why they are hard to reach? Do we have feedback from them as to what the obstacles are?
         8. Derek W. They make very little to begin with. The Fair share dues gave them an assumption that they were members (misinformation).
         9. Dean F. I don’t know how many people have been an adjunct, but I would drive 90 miles each way. I was there and gone. Go to the classroom if you want contact with them. The ideal would
be if senators from this group handed the adjuncts these flyers/brochures. This would have the biggest impact

10. Dennis L. If you’re uncomfortable, we have an organizing committee that can reach out.
11. Travis R. Can we allocate someone to stand outside of the classroom door to chat with them and give them information.
12. Derek W. Yes, we can hire someone to do that. Send me a name if you know anyone!
13. Jan H. We do not know who are members and who are not, we all are very busy and I’m not going to ask everyone in my department. Plus, it feels intrusive? Can you tell us who are members and who are not so we can approach the people we need to?
14. Derek W. Yes, I have that information. Door prize may work. Are you (the senate) okay with senate exec continuing to discuss this and allocating funds?
   a. Verbal whispers yes
15. Samantha J. Can we take them to lunch?
16. Derek W. Yes! We even have gift certificates for coffee or a social drink. If you have any other ideas please get in touch with me.

7. Other

Derek W. Presented data from Moorhead on seniority roster proposal. This was brought to Moorhead’s meet and confer in November 2018. They are breaking down bigger rosters into 1 and 2 person smaller rosters. Over 80 professors are affected in this proposal.

Samantha J. What is the reported justification?

Derek W. None given that can justify this. Someone with 18 years’ experience on their own roster, even if they are ahead of five others in the original roster that was eliminated, can be eliminated by administration.

Joann F.
I found the university information/policy about the 20+ year course work.
“A student may be required to validate course work that was completed more than ten (10) years prior to graduation which is to be included in an undergraduate major. Such validation requires the approval of both the department chair and the dean of the major field. The department of the major program may require that students repeat such courses or take additional course work.”
(https://www.bemidjistate.edu/academics/catalog/20195/content/456).

Miriam W. In Education, we talked about one roster, but the administration can do this. Our (BSU) administration has asked to create bigger and less rosters (which is good).
Derek W. They (Admin) have a lot of power with the rosters. This may be brought to statewide meet and confer...our voice will need to be our strength.
Keith M. Normally, they try to double roster but if they blow up departments then you don’t have that option.
Jan H. There are time lines though.
Derek W. Yes, by February 1st, they must make the announcement (to Meet and confer) and then the changes go into effect by March 1 for the next academic year.
Keith M. The negotiations process seems like it would a good area to pursue closing this loophole.
Derek W. I’m not sure where we are on that...but it would seem so.

Motion to adjourn: Pat Donnay
Second: Paul Kivi
Motion carries
5:09 PM