

Meet and Confer Meeting
 July 12, 2000

Meeting called to order 3:40 pm

Present: Mr. Carl Baer, Dr. James Bensen, Mr. Chris Brown, Mr. Rich Gendreau, Dr. Charlie O'Connor, Dr. Jon Quistgaard, Dr. Barb Schuldt, Dr. Rod Witt

1. Informational items distributed
 - a. CRI budget
 - b. List of faculty on sabbatical or leave during 2000/2001
 - c. Recommendation from the Computing Technology and Learning committee to change the BSU domain name, this has not gone to the University Council
 Dr. Quistgaard requested that the BSUFA Executive Board consider this recommendation and respond to him in a timely manner

2. Enrollment update as of July 12, 2000

Application Summary

	<u>2000</u>	<u>1999</u>	<u>1998</u>
Freshmen	1232	1115	946
Transfers	<u>516</u>	<u>559</u>	<u>610</u>
Totals	1748	1674	1556

Registered Students (pre-SOAR, includes Center for Extended Learning)

	<u>2000</u>	<u>1999</u>
Freshmen	348	310
Transfers	207	188
Total BSU (On & Off)	2966	2848

Post-July SOAR Projections for Registered Students

	<u>2000</u>	<u>1999 (actual)</u>
Freshmen	510	510
Transfers	260	256
Total BSU (On & Off)	3219	3181

Note: Fall Classes 2000 begin two weeks later than the previous year.

2000/2001 Housing Application Progress Report

	<u>2000</u>	<u>1999</u>
Freshmen (June 16-30)	32	31
Freshmen (Cumulative)	415	434
Transfers (June 16-30)	22	15
Transfers (Cumulative)	121	82
Returning Students (June 16-30)	12	6
Returning Students (Cumulative)	647	596
Total Cancels (Cumulative)	44	41
Net Totals (June 16-30)	56	47
Net Totals (Cumulative)	1139	1071

Summer School numbers are very close to last year's numbers.

A question was raised if the summer school profits could be distributed earlier to the departments. The problem is in getting all the expenses in for summer school. Dr. Quistgaard would not have a problem distributing the funds sooner if the departments would sign off that all the expenses were in and that the department would cover any late expenses.

3. The College Board exams were given to incoming students to fulfill MnSCU's College Readiness Testing requirement in reading, writing, and math. The results were that 50% of the students tested at less than College Algebra. These results were not unique to BSU. The question is how to best prepare these students for upper level math courses. Concern was expressed that in some areas, for example, professional programs, the delay in beginning upper level math courses can delay graduation.

Question was raised about the PSEO student and testing them for College Readiness. BSU is moving towards this. PSEO is topic for additional discussion at the next Meet & Confer meeting.

4. Budget and Allocation Update
Health care costs have increased and BSU receives no additional funding to cover these costs
The allocation model that is to begin in 2002 is being rerun. The premise was that it would hold the campuses harmless. The seven State University Presidents are jointly submitting a statement to the Board restating the issues as they impact the state universities. These issues include: based on FYE generated without regard to the differences in faculty teaching loads (credit hours) between the state universities, community colleges, and technical colleges; the research and community service requirements of the state universities; that graduate education funding has been below upper level course funding; the additional costs associated with running a residential campus; and travel costs to the cities.

BSUFA requested a copy of the letter to the board and new allocation model data.

Hearings on the new allocation model are tentatively scheduled for August 11th and 12th in Hibbing and Fergus Falls. We need to attend the meetings with a unified message.

BSUFA requests that the Administration invite the Budget committee to attend the hearings if at all possible.

5. Academic Calendar – looked at moving the dates forward for earlier notification; contract dates are binding and changing these would need to be a discussion at negotiation. Sabbatical decision dates will be moved forward to facilitate scheduling and departmental planning

Dr. Quistgaard will share a draft of the revised timetable and would appreciate a response from the BSUFA Executive Board so that memo's can get out to the faculty in early August.

6. Co-location – under tight timelines, academic master plan deadline is 7-31, pre-design for phase I and submittal forms for phase II are due 7-15, overall campus master plan is due in January 2001.

BSUFA requested copies of these documents when they are available.

Questions: Course duplication issue and what is in it for us?

Dr. Bensen responded that this began with the 1994 legislature who made it clear that the only way to upgrade the technology needs would be by sharing resources with NWTC. This will allow us to grow programs and expand our offerings to employers. There will be new NWTC programs (part of phase I) that dovetail into our programs.

Approximately 75 to 100 of the current NWTC enrollment of 400 students will be on campus as part of phase I. Phase I will break ground summer/fall of 2001 and be 25,000 to 30,000 sq. ft.

Will this require additional faculty? Yes, but the plan is to replace a number of fixed term instructors with probationary faculty from national searches.

Concern was raised about the salary grid hindering the national search process. This is an issue that needs to go to Statewide M&C.

Additional concern was the need for technical and course development support in other programs. The Administration is aware of this need.

7. Faculty Attrition – some departments are experiencing faculty turnover for a variety of reasons
Need to recruit by networking and more personal selling of BSU rather than just relying on national advertisements
8. Internships; thesis supervision; arranged courses policy statement
Arranged courses – past records show that these have not been compensated
Internships as part of the curriculum – compensation has been provided
The Graduate Dean is to have a proposal for the Graduate committee on the thesis supervision issue.

Internship compensation is a topic that needs to go to negotiation, since there is not incentive except for faculty professionalism for a faculty member to do an internship or an arranged course
9. Fall Startup – one item will be a consultant to help us move along in the planning process and to have a workshop for all committee participants
10. Software supported by MnSCU for electronic courses – site licenses for 3 products
We need a policy about where we are going with this and what MnSCU will be providing. This is an issue that needs to go to the Computer Technology and Planning committee and then back to the Senate.

Dr. Quistgaard has requested that all the committees have 1, 3, and 5-year plans by January.
BSUFA suggested that before the plans are submitted there should be public forums for discussions on these plans.
Student help may be possible (Dr. Witt's would be interested in having one of his classes work on this with the committees)
11. Administrative and Student Services Allocation Formula: MnSCU
The allocation formula was very specific about instructional categories but not on the administrative and student services component. Mr. Faecke was attending a meeting (7-12 and 7-13) on the allocation formula and this component.

BSUFA requested materials from the meeting.
12. Advising – the Recruitment and Retention committee has been looking at advising from SOAR through 1st and 2nd years, major, graduation and employment; they are concerned with the first two years. They wanted to bring this topic to Meet and Confer and then to the Senate. The committee is looking for advice and ways to do this. Dr. Quistgaard is very committed to improving advising and has been encouraging faculty to include not just their numbers but also their effectiveness in their PDPs. There is an issue of some faculty

not getting advising in some departments. Dr. Quistgaard would come to the Senate to talk about advising.

Advising Evaluation forms were shared along with a proposed philosophy.

Philosophy: Academic advising is an integral component of the mission of BSU and the achievements of its students. Academic advising is an active part of the teaching role, helping students make a successful transition to clarify university life, their goals, and develop educational plans to meet their goals. The academic advisor is responsible for monitoring academic progress and recommending appropriate resources related to academic and career pursuit.

The administration must provide a clear, recognizable commitment to this philosophy. The importance of advising should be communicated to all present and new faculty and staff.

Mr. Carl Baer was introduced and the meeting ended with an informal discussion of what his expectations are and how he would like to work with faculty as much as possible.

Meeting adjourned 5:00pm.

Respectively Submitted by Barb Schuldt, BSUFA Secretary