

Meet and Confer meeting
February 14, 2001 4:00 pm

Present: Dr. James Bensen, Mr. Chris Brown, Mr. Tom Faecke, Mr. Rod Henry, Dr. Johannas Jordan, Dr. Charlie O'Connor, Dr. Jon Quistgaard, Dr. Debra Peterson, Dr. Barb Schuldt, Dr. John Truedson, Dr. Rod Witt

1. Enrollment update:

Freshman applications are up 40% over last year (normally at this point in time 80% of the application season is complete); 10% of these applications are on-line; early in the process but transfer apps are up 37% (Kevin felt that this was due to the slowing of the economy) and International Student enrollment is looking good, with 24 coming in this semester.

South West State and Mankato have a decline in applications when compared to last year and St. Cloud is up only 7% over last year. Winona State is closing or has closed down their acceptance of applications. Kevin Drexel is estimating that the Freshman class will be 700 (the normal size for the last few years has been 600).

Much of these successes in increased enrollments are due to Kevin Drexel. "The Lake, the Learning, and the Life" was awarded first place as the best marketing piece in the country.

Question about students having sticker shock with the proposed 22% tuition increase – Al Nohner will do a series of articles about financial aid changes and the impact of those changes on the students

2. Buildings/Facilities update:

Campus Master Plan was presented at the Campus Breakfast on Monday and is moving ahead, this will be presented at the April Board meeting; planning on how to better meet teaching needs is addressed in the Master Plan; facility utilization study showed that 32% of BSU facilities were under utilized (22% of this could be accounted for with the Rec. Center and our need in Northern Minnesota for an enclosed recreation facility was not recognized)

3. Budget/Allocation update:

It appears that the allocation model is dead on discussion; President Bensen signed a joint letter asking that the allocation model be set aside and that all new dollars be equally distributed based on inflation (Dr. Bensen will get Mr. Brown a copy of the letter)

Mr. Faecke distributed a FY02 forecasted Budget based on the Governor's recommendation. The required tuition increase would be \$2,753,221. Expenses will be held constant except for the items beyond our control (utilities and inflation increases).

4. Legislative update:

The Senate is taking the high road but it will not be what MnSCU requested, the House will probably be closer to the Governor's proposed budget increase of \$47 million

5. Searches/Positions update

a. President – on-going

b. Deans

CAL – 4 candidates recommended, 1 has withdrawn (he has taken another position)

3 candidates will be interviewing on campus at the probably at the end of March they are: Dr. Paul Capo (University of Tenn. Martin); Dr. Nancy Erickson (BSU Acting Dean of CAL); and Dr. Tori Haring Smith (Exec. Director of Thomas J. Watson Foundation)
New CAL Dean will have an appointment date of July 1, 2001.

COPS – vacancy notices are being advertised; closing date March 19th

New Searches Faculty – searches for probationary replacement positions are on-going

Close to working on new probationary positions

6. Equipment Ordering Delays:

Ask that we look at ways to improve the process of ordering equipment and a way to track the process
Rod Witt will sit down with Belinda Lindell and Gerry Amble to work on this process

7. Rec. Center Fees:
Mr. Faecke reported that clerical and maintenance staff in the building can use the facilities for free along with the faculty teaching in the building; since 1990 no one has taken up on this offer; if the building is rented out the renters pay (Merit Care Cardiac Phase 4).
8. Business Education and Winona:
Tom Fauchald had shared with the business administration department that Winona is working on a on-line business education degree that would have the students take most of his/her credits at BSU and the last 10-12 credits on-line from Winona. They would graduate from Winona and meet Winona's requirements (approved by CFL) to be licensed as a Business Education Teacher. The Business Administration department The Business Administration department will be evaluating this and our options as we find out additional information.
9. Part time hires and anticipated enrollment increase;
This is being worked on to meet student needs and maintain BSU quality.
10. Contract to each new hire and prospective hire:
This is an issue from downstate and BSU has been giving each new hire a copy of the contract.
11. Evaluation of Deans/Administrators/Programs
Deans have an annual evaluation by Dr. Quistgaard; Dr. Greer has been asking for faculty input into the evaluation process of Deans

Student and University Services (S&US) Planning Committee is offering workshops for departments not doing assessment that is submitted to the Academic Affairs Planning Committee. In asking that the letters inviting the directors and their staff to the workshops be sent out from their supervisors several letters were pulled. These letters were pulled so that their supervisor could discuss this with the directors since they would have no previous knowledge. After the supervisors meet with the directors they will be invited to the workshops and S&US will work with them on the proposed guidelines for annual reports and five year program reviews.
12. Physical Plant/Money Walk
 - a. 24/7 Access/parking – faculty who need to park in a lot that does not have 24/7 access should call security and they will shuttle them or authorize the parking
 - b. Parking Security – concerns that the information is not available on the web as previously stated; the perception of the students is that this is happening a lot and there were 15 incidents in Maple lot; Mr. Faecke will ask Erle Steigauf to put employees on looking at this problem as a start to remedy the problem
 - c. Library Access on Breaks – Dr. Quistgaard is working on access issue for extended breaks and adding one night a week during the summer as requested by the students
 - d. ADA Compliance – need a proactive response to slippery and snow conditions; Dr. Quistgaard will contact Kathy Hagen as a start to see if pulling the handicapped student schedules and determining which buildings handicapped access needs to be cleared early due to early classes would be possible
 - e. Tunnel Stream Repair – plastic cover on the floor is already cracked
13. Faculty Laptops:
 - a. Concern was expressed that we have approximate economic equity across platforms
 - b. Current laptops - department funds have been used to upgrade these machines with expectations that the machine would remain in the department
 - c. Current plan is that the laptops will be taken back and sold (estimating \$120,000 value) to help pay for the new laptops; the process is the estimate the dollar value; then if the department wants

to keep the laptop they can pay for it; the rest of the laptops will be offered for sale to state agencies

- d. Question was asked about the cost of supporting 2 platforms since we are approximately a 50/50 campus; this was an issue the campus is not ready to address

14. Administrative Items

- a. Academic Calendar has been received
- b. Strategic Plan is moving forward; need to begin writing NCA draft report
- c. Park House Dialogs – informational meetings regularly scheduled as a way to improve communications
- d. Student Scholarship Creative Achievement Conference – please encourage your students to apply; March 9th is the deadline and the date of the Student Scholarship Creative Achievement Conference is April 11th.

Meeting adjourned 5:30 pm

Respectively Submitted by Barb Schuldt, BSUFA Secretary