

11 April 2002

Meet & Confer

Present: Carl Baer, Gerry Amble, Barb Schuldt, Rich Gendreau, Rod Henry, Rod Witt, Jauneth Skinner, Chris Brown, Jon Quistgaard

1. Enrollment

Jon Quistgaard: New numbers: a 5 - 8% drop for incoming Freshmen. We are analyzing it now. We are doing better with transfer students. Residential Life: it is too early, the numbers appear to be down a few percent, but returning students look good. We do not know anything about summer school yet, it is too early. Spring CEL enrollment set a new record. Very encouraging.

Tuition: we are probably looking at tuition increase of around 10% to keep the budget in balance. 13.8% was suggested for next year. 12.7% is the average increase for most of the state universities. 12% is what three are looking at. We will not be the leader of the pack with this. We are still studying this and will settle in on a number soon.

Rod Witt: CEL enrollment is important. What is happening with course delivery on The Range?

Jon Quistgaard: We will continue with fiscal responsibility to NorthWest. We do not know what will happen in the future. There are personnel changes.

A brief discussion followed.

2. Budget/Allocation Update:

Gerry Amble provided the budget information on the 218's, as requested.

Gerry Amble: Next year, we will need the 10% increase in tuition to let us break even. We can make this budget work, but we have to make some adjustments.

Rod Henry: are you currently contemplating any retrenchment or cuts or adjustments in probationary positions or adjunct positions?

Jon Quistgaard: I cannot answer the fixed term question, because I do not know what it will be.

Chris Brown: We need the total cost centers for the entire university for 2002. We greatly appreciate that you gave us the cost centers by college. That was helpful.

Gerry Amble: We have to get that information from MnSCU, and we may not be able to do that electronically.

A brief discussion followed.

3. Searches:

Rod Henry: We need an update on searches that are going forward. And are there any positions opening up for any existing deans that we do not know about?

Jon Quistgaard: There may be something with a dean, in reorganization.
On the Vice President for Academic Affairs position: there are four candidates. Probably next week bios will go out prior to their being brought on campus.

4. Facilities:

Gerry Amble: MnSCU director of buildings was on campus, looking at science labs and classrooms. An engineer and someone from the system office, looked at SG Hall, made a lot of notes. They are looking at ALL the science buildings in the system. Then they provide recommendations for bringing things up to standards.

American Indian Resource Center -- the bids are opening.

Center for Advanced and Emerging Technologies has a May bid opening date.

A prebid went out for an electrical loop for in May. Our substation on Birch Lane needs to be rebuilt, moved to the power station behind the Newman Center. We need to be able to move electricity from one end of campus to the other. This expansion will allow us to handle any new building additions too.

Rod Witt: Will that solve the problem of the power fluctuations at the top of the hour?

a brief discussion followed.

A heads up: MnSCU is sending Fire Inspectors to check into things on every campus. (Since SouthWest had that fire...)

Chris Brown: Ventilation: What about the ventilation problems from Bridgman?

Gerry Amble: We are looking at it... there were some complaints from ED Arts too.
A lively discussion with some interesting solutions followed.

5. Legislative Update

CBaer: Republicans are not going to talk about bonding until there is a global agreement. Target numbers will go to committees, with both bills at \$1 million for co-location, and continuing discussions with MnSCU for completing projects. The hockey arena is in the house bill not in the senate bill. has strong support in the house, gained a lot of support in the senate recently. This is for remodeling the John Glass Fieldhouse, and gained a lot of support. However, the governor threatens to veto any project he does not like. That means he can pick and choose any bonding bills he does not like. For the first time Kinkel is in support of the hockey rink... he is suddenly willing to go along with it.

Chris Brown: There is a great deal of concern for our new contract, which was just approved. What are you doing to make sure that our contract gets through the legislature? Is there any lobbying being done on our behalf...?

C Baer: MnSCU is lobbying in favor of it... from what I understand.
Discussion followed.

6. Classroom Visitations:

Rod Witt: We think it is taken care of, according to the contract. We just want to make sure. A certain dean said he would come visit his faculty's classrooms -- he does have a right to ask to visit his faculty's classrooms.

Chris Brown: The PDP is determined by the faculty member, if he/she chooses to invite the dean into their classroom, it may be in order to document their teaching effectiveness.

Barb Schuldt: Can we actually invite the public in to observe our classes?

Chris Brown: No, MnSCU says people attending class must be paying for that class.

Rod Henry: Random visits could be interesting. We could always drop into deans' meetings.

Rich Gendreau: It is taken care of, so many faculty invited him to observe their teaching, that his schedule is full.

7. Local interference from MnSCU Human Resources:

Chris Brown: We are attempting to informally settle grievances, to deal with things first on campus, before it goes downstate to Human Resources. There is a problem with timeliness, in regards to gathering information. It seems to be contrary to the contract, to deal with things informally. We have had a lot of latitude prior to the submission of a written grievance.

Rod Henry: For example years ago I got to team teach a course and found out that I was compensated at half the rate of what I should have been. There have been recent communications that past practices may be ignored while other past practices may be given a different weight.

Jon Quistgaard: I am not aware of anything unless there is a formal written grievance.

Chris Brown: Even a dean will have access to the Human Resources people downstate, when we get into the formal nature of things. Sometimes it is a question of contract interpretation. Legal opinions may be something different.
We are concerned that we come with an informal grievance... then get into the timeliness deal.

Rod Witt: A grievance could be filed... but usually we attempt to work it out without filing the grievance. But if the administration immediately moves to a consultation downstate... we have to make it a formal grievance.

Jon Quistgaard: We should always try to resolve it informally if we can.

The discussion continued, with both administration and the Executive Committee agreeing that it was best to try to resolve things informally first.

8. Overload Exceptions:

A report was given for the current academic year.

Rod Henry: In terms of timeliness, are any being contemplated for the following year? Fall schedules are out, so you can tell us about the situations that might come up?

Jon Quistgaard: So far I have the lowest number of requests in years.

A brief discussion followed.

9. Assessment Coordinators:

Chris Brown: We sent out a call for nominees for the assessment coordinator. We need time to come back on this one.

A heated discussion followed.

Jon Quistgaard: We need to look at the minutes on this one.

Rod Witt: Let's table this until the next Meet & Confer.

10. Changing position description with out department input:

Chris Brown: this appears to a be a big problem. In one instance a department specified a particular type of specialist, and one key word was removed...

Gerry Amble: That was an error by a typist.

Chris Brown: Now being on the search committee, which is very time consuming with their excessive teaching load, has a lot of extra work. Their version was sent up the hill, and the position description was changed. It is a big problem.

Gerry Amble: We talked about it with Arneson.

Discussion followed. Everyone agreed that proof reading needs to be done by many people, with final approval of the positions description the responsibility of the department.

11. Executive Council Minutes:

Rod Witt: Are you going to post the Executive Council Minutes... ?

Jon Quistgaard: There are some problems of a confidential nature with personnel documents being posted...

Rod Witt: That is not what I am asking. We must conform to the Open Meetings Act. We need a lot of trust here.

Chris Brown: The Executive Council Actions are sort of hidden in the web site. They should be specifically listed under a web heading called Executive Council.

A discussion followed.

Gerry Amble and Dave Larkin and Carl Baer will work together on making the web site more accessible and easier to use.

Chris Brown: Is there any thought of restructuring the university...?

Jon Quistgaard: None that I know of, will have to ask Dave Larkin.

12. Directors' and Coordinators' Assignments:

Gerry Amble provided the Directors' and Coordinators' assignments.

13. Electronic/Hard Copy of Approval Requests:

It was agreed that electronic copy, and hard copy would both be delivered to Chris Brown, IFO President.

14. Administrative Reorganization:

Jon Quistgaard: We need to talk about it in DRAFT form.

President Quistgaard drew a plan on the board. A very lively discussion followed.

Pres

VP Academic Comptroller VP for Advancement
& student affairs

Dean of students

Jon Quistgaard: The working relationship between VP's have not always been good. I have been looking at other university models. We have a steady decline of university resources, with more pressure put on senior positions. Academics should drive the institution. We need to integrate the academic side of the house and the student services side of the house. We are the only university that has a combined Academic VP and Student Affairs position (to my knowledge).

We need to look at a Dean of Students position.

The discussion continued.

Chris Brown: We obviously need to take this back to the faculty to have them look at it.

Jon Quistgaard: MnSCU needs to know who is responsible for the institution (if something happens to me or I am not in town). I need to make this very clear to MnSCU. Not sure the campus knows that.

Rod Witt: Where did all staff and support services for athletics go?

Jon Quistgaard: Under the Vice President for University Advancement position.

Rod Henry: The students and academics should be paramount.

Jon Quistgaard: Here are six points to look at:

- President has responsibility to be directly involved in budget and resources, linking these
- we can improve our communications at the senior level, by putting the President in that position. then Vice Presidents are not fighting over resources we can strengthen student services, effectiveness, and delivery
- gain flexibility in area of technologies
- effectiveness and efficiency should be the number one priority, not driven by cost savings
- Vice President of Academic and Student Affairs -- unmanageable. both positions deserve separate management -- will make a difference in effectiveness and being able to integrate our resources
- if we move on this now in a couple of years with retirements we will look a lot different.

We need to do some thinking about this. We need the new Vice President on board first.

Barb Schuldt: Are you going to look at the other academic deans? The COPS dean has a very heavy load, and Graduate school needs its own dean.

A lively discussion followed.

15. Timeline for University Plan:

Rod Witt: June and July...? Are you requesting Meet & Confer's during the summer?

Rod Henry: Are you giving us a document to respond to when we are not here during the summer?

Jon Quistgaard: Can we do it or not do it? Some of us have to work and move throughout the year.

Chris Brown: If you want feedback from the faculty... you will not get it.

Jon Quistgaard: I am taking it to the other units in the summer in the interests of communication. You have a timeline. We are all here this summer.

Chris Brown: We are under different contracts. We only work for so many duty days a year. We will not be able to give feedback during the summer.

Rod Witt: Pay us for the extra duty days and we will be glad to work with you on this special project during the summer.

A heated and angry exchange followed.

16. NCA Monitoring Report Update:

Jon Quistgaard: We do have to send the document in by September. There has been great cooperation across the campus in response to this report. The NCA readers will report to the board, there is a lot of process associated with this.

Susan Hauser will report on this to the Senate. This is out on the web, if you have questions, comments, etc. talk to Dave Larkin.

17. Annuitant Employment Program (AEP) --

Rich Gengreau: Faculty members need to be advised of what the limitations of that status is...

Chris Brown: Faculty needs to be aware that they are a .667 employee. When they choose that retirement they no longer have the rights of a full department member. Any faculty member that is AEP cannot serve as chair or on committees or vote on personnel issues.

18. Proposed 5 year Goal Statement:

Jon Quistgaard: Discussion in university council... we need to be clear what our goal is... we are not satisfied with our previous goal statement. We need to be clearer and more focused.

Barb Schuldt: What is the approval process for the 5 year goal statement?

Jon Quistgaard: We need feedback from all councils and unions, then to look at it through Meet & Confer. We need feedback on the timeline, good, bad and indifferent.

Barb Schuldt: What will be a description of this?

Jon Quistgaard: I am looking for feedback on this... pre NCA visit. It goes back to discussions we had during university council. We need to embrace this as a campus. So feedback is important.

19. Other:

Jon Quistgaard: Computer Support and On-line Support (office) needs environmental graphics, no one knows who they are or where they are.

A brief discussion followed.

Discussion of University Identity

Jon Quistgaard: We have got to become more of a destination university -- UND, UMD, and St. Cloud... are all our biggest competitors. How do we become a destination university?

Rod Henry: Signature discussions are out of whack. If we want something market driven... how can faculty be involved with it? Does the administration come up with these? People on campus need to provide input.

Jon Quistgaard: Why doesn't the Executive Council come out and throw out suggestions and get a reaction? We need a healthy discussion about this. Signature areas help us identify ourselves. What does it mean if we are described as a comprehensive university?

Rod Henry: Which universities do you think are best at this?

Jon Quistgaard: UMD or UND is best at this -- they are known for their signature areas. St. Cloud grows just because of their location. Each one of these schools carries a different emphasis as a place to study. We need to be more and more a destination institution...

Rich Gendreau: We could market BSU better through this... But I am worried about the notion of having signature programs. For example, some years ago, we became a center for excellence... and it cost us money and time and effort and then no resources came to us at all. We operated without 2 or 3 faculty positions filled. If you became a center of excellence, you suffered. If we go this way again we need to find those resources.

Carl Baer: MnSCU and the legislature have their own ideas about where the money goes. All they worry about is our enrollment -- that is the beginning and ending of the game.

Rod Witt: I have not heard anything that I disagree with. We have had 10 years -- knowing this was coming, it has been very slow in coming. That has bred a certain degree of cynicism... the faculty don't care any more. We need outside money. But we also have to have our house in shape. We need to deal with certain things, we have been Lib Ed driven and that has caused us a lot of problems. And that has to be addressed.

Chris Brown: The senate is attempting to address this problem...

Jon Quistgaard: This is a potential option to get us to move in the right direction. For 10 years we have been sitting here. We have been missing opportunities. Now there is more competition and now it is tougher and tougher and tougher. And we have less money to do anything with.

Chris Brown: What is being accomplished to remedy that problem?

Jon Quistgaard: We have to move to become a destination institution. I did a community college visit in Brainerd. They do not know us for what we do best.

Rod Witt: Initiative? How do we start these things?

Chris Brown: We report back to senate, this has to go back to the senate. We have to worry about the timeline problem.

Jon Quistgaard: Is there some way we can keep the discussion moving forward? Let's talk about it. I would really like to see us talk about. We need to have more idea exchanges to bring back to the faculty.

Rod Henry: Anything can be brought back to the faculty through the Meet & Confer process.

Barb Schuldt: There is no way to bring back a decision on this right now. Faculty senate meets one more time this spring.

Gerry Aamble: All bargaining units need to look at it.

Chris Brown: It has to come through the Meet & Confer process. Chris Brown is nothing on this. It has to be taken back to the senate.

A heated discussion followed. Nothing was resolved.

Carl Baer: But we need to make decisions in a timely manner.

Chris Brown: I heard something troubling. Is there any freezing or holding of scholarships in athletics beyond hockey? What is happening with recruiting dollars and scholarships for other athletic areas besides hockey?

Carl Baer: There was a big discussion about how the money will be used. Dollars have been frozen while we discussion it. There is a discussion about scholarships, but money has been frozen at last year's level, with the exception of hockey and football.

Rod Henry: Let me see if I have this correct: there has been a freeze on recruitment and scholarship moneys except for hockey and football...?

Carl Baer: There is only a limited amount of money available to student athletes... a contract has to be signed about this time every year. This has to do with scholarships and benefits for students... We try to anticipate the revenues from all these sources, to come up with reasonable numbers. The athletic director has input... for now the moneys for all sports are frozen at the level they were at last year. Some goes to hockey and women's hockey and some to football.

Chris Brown: Are all the coaches involved in this decision?

Carl Baer: This was an administrative decision based on the direction of the Athletic Director who has input from some others. The Athletic Director has talked to most if not all coaches. There was no meeting with everyone present.

Chris Brown: These decisions... potentially dealing with instructional and noninstructional areas... this needs some serious looking at.

A lively discussion followed with no resolution.

The meeting adjourned.

Respectfully submitted,
Jauneth Skinner
BSUFA Secretary