

Meet & Confer Minutes
15 January 2003

Present: Rod Witt, Tom Fauchald, Chris Brown, Rich Gendreau, Jauneth Skinner, Eric Forsyth, Randy Westhoff, Jon Quistgaard, Carl Baer, JoAnn Fredrickson, Jerry Amble

Enrollment Update

Baer: Freshman enrollment is very strong. A conservative estimate is that we will have more than 700 new Freshmen in the Fall '03 class.

Quistgaard gave the board a report listing population origins of our students, broken down by county.

Buildings/Facilities Update

Baer reported on money coming to the American Indian Resource Center.

Quistgaard reported that the roof is completed on Memorial Hall and the electrical loop is continuing. It should be finished in next summer.

Quistgaard stated that he would hold a Campus Forum on the Bangsberg parking lot and Bridgman Hall remodel situation. The department is favoring the remodel and addition to Bridgman rather than building a new building. Anticipate that the nursing building may become a health complex. There is a rumor that it might develop on the NWT campus. Now it will be in the Bangsberg parking lot.

Brown: Parking will continue to be a major issue.

Where is the electronic version of the building plans that could be distributed to the faculty...?

Action: Amble will provide those to the Executive Board.

Budget/Allocation Update

Brown requested the Human Resources Employee Head Count History by Employee Category report.

Art. 23

Brown asked if the administration was currently contemplating any retrenchment or cuts or adjustments in probationary positions?

Quistgaard: answered, Not at this time.

-- Restructuring

Brown: asked if the administration was currently contemplating any restructuring or cutting of programs or departments?

Quistgaard answered, Not at this time.

Restructuring

Strategic Planning process. We are focused on looking at the restructuring.

Budget Cut

Travel Funds

Fredrickson: Reported how each college received some equipment money, according to a formula. There is not a tight and firm procedure for this. Some colleges save their summer school profits and use them by department, some are used by the college. These will be scrutinized, by each dean. The deans have been advised to be careful how they will spend that money, in light of the current budget crisis.

A discussion followed.

NWT/NTC Update

Quistgaard reported on this

Highlights:

We will not change the mission of BSU or of NWT.

We will not comingle money.

Our residences halls are not full and some of their students currently live in our residence halls. We will be engaging the services of their architect, and he is being loaned to us. We are not paying for him. He is an excluded manager employed by NWT as well. He will also be hired by Fergus Falls CC.

Brown: What about the nursing program in the high school?

Quistgaard: That is through NWT. We are meeting to discuss this the end of this week. I'll have to wait to bring this back to you.

A brief discussion followed.

Legislative Update

Baer reported that the February forecast was gloomy.

Fauchald: Was Job Partnership money cut under the current plan?

Baer: It is not in the MnSCU budget, that is a different agency.

Quistgaard: It may be cut back. We don't know yet. Perkins Federal money will also be impacted.

Quistgaard passed out the Governor's FY '03 Emergency Supplemental Budget report. \$851,885 -- money that has to come from BSU and go back to MnSCU to be given back to the governor. Many institutions will be having a big problem coming up with this money to give back to the governor. This is considered a permanent deallocation. Quistgaard handed out the short term Budget Reduction Proposal (2003).

It does not look like there will be any Minnesota State Work Study or Child Care or even any money for Minnesota State Grants. We should not expect any Minnesota Grant funds for the summer session.

Amble: Minnesota State Grant money: 222 students qualified for that last summer. This summer none of this money will be available.

Quistgaard: This is disproportionately hitting the most needy students. Some institutions in Minnesota are closing off applications for freshman now.

Discussion followed. The following questions need to be considered:

What do we communicate to our students?

What will we do to help our students? It is a challenging situation.

We do not know how much we will have to raise tuition.

We will not really know anything for sure until the next month anyway.

Brown: What should faculty say to students? Students are going to be asking.

Quistgaard: We should wait and see and not speculate. We just do not know. We do not have the facts yet.

Fauchald: Urge your students to contact their legislators to make sure that higher education is treated fairly in the budgets.

Amble presented the BSU FY'03 Budget. Highlights:

We can pull \$200,000 out of the Supplies and Equipment line.

Summer School profits are not part of the solution at this time.

Salary savings are from 5 administrative positions that are not being filled. These are a savings of about \$250,000.

The discussion continued.

Brown: We need to come up with a university plan for how to deal with the worst case scenario in this budget crisis. We cannot just wait and see.

Searches/Positions Update

Quistgaard stated that they are not freezing any positions searches at this time. Other campuses in our system are already freezing positions. BSU will go forward until we know where we are.

Fauchald: From conversation in the chairs meeting they didn't care much about the equipment money freeze. What they are more concerned about is the Summer School profits. One of the most important things about Summer School is that departments use adjuncts to teach summer school to make summer profits to supplement their departments. (Specifically this is a practice CAL.) Without that incentive they won't do summer school.

Also, many departments count on that summer school profit money to supplement their operations.

Witt: A hard question: is giving up Summer School profits better than not supporting the Women's Basketball team going to Florida? We have not made this comparison before... and this is going to happen now.

Fredrickson: We are worrying not just about FY '03, but we are really worried about FY '04 - '05.

A discussion followed. Highlights:

Future: Summer School profit is not a cost center.

Should we stop allocating Summer School profits the way we have?

Brown: What about instructional versus noninstructional costs?

Fredrickson: The over all is being reduced.

Fauchald: Instructional increase is about 3%.

If we look at all the cost centers you will be surprised where that \$2,000,000 goes. I have \$11,000 in a 12 faculty department with about 400 majors.

Look at the instructional M&E component, compared to noninstructional.

We feel there is a big difference in this... especially if we are cutting across the board, including programmatic cuts. If we don't have major tuition increases, how can we do what we do now?

Summer School profits are monies that are totally instructional. The more efficient and more popular areas get that little bit of extra money. It is one of the few incentive things we have here.

Witt: If there is a 3% cut across the board, we have not done our job. This does not work, it is just wrong. Everything is not equal. Now we are forced up against these hard decisions. Now we have to make decisions about what we value, where we are going in the future.

A lively discussion followed.

What to tell our students?

Baer: Be positive and remind them that they are getting lots of value for their money. That is a general principle -- talking about the value they are getting for their money.

Witt: We need to engage in that conversation, that there will be cuts. How do we maintain that value for our students? How will we look in five years.

Quistgaard: This is a public forum thing. This is not a Meet & Confer item.

Fauchald: It was great that you came to the Senate., to talk to the senators. We appreciate it. Thank-you.

Action: The administration will have a Public Forum on the budget for FY '03.

Faculty Searches --

Brown: Additional searches released. No more than one fixed term search going forward at this time, and that is a sabbatical replacement.
A brief discussion followed.

Procedures --

Brown: Consistency and compliance by contract is important in the make up of search committees. For an IFO position, the search procedure must adhere to those particular rules, as designated in the contract. Further, when a program's roster is going to be added to, the department must participate in the search.

Quistgaard: All search committees will follow the guidelines set out by the contract.

Action: Brown will meet with Baer on this matter.

Others --

Fredrickson, Amble and Baer listed searches that are going forward.

Forsyth: Where is the BSU organizational chart?

Gendreau: MnSCU has 302 + positions.

Planning Committee Modification

Brown: A lot of effort goes into the balance and size of committees.

Fredrickson: How do we address the makeup of committees? The University Council will look at the process of how this is set up.

Gendreau: There was a process that was set up. It was a huge meeting. So if this changes, it will have to go through Meet & Confer again.

Brown: Right now the makeup of committees process has been working.
We need to reiterate the importance of committee service. This should be stressed to faculty.

Consultants

Mentor Agreement with Leech Lake

Brown: This is at Senate.

Closure

Brown: A dean is insisting that peer review occur in the PDP.

A brief discussion followed.

Action: Quistgaard will address the issue with the particular dean involved.

Other

MnSCU Survey -- Racial Issues:

Fredrickson: We need to do this survey this spring. We are having disagreements with MnSCU on this survey.

A lively discussion followed.

Witt reminded everyone that there is a committee to oversee surveys on campus before they are distributed.

Improve Administrative, Process re: Workshop & Experience Course Forms

Curriculum Forum: Material Fee/Course Fee? Register for. Additional Resources

Fredrickson: We need to look at the workshop course forms for curriculum forms.

Brown: We will take it back to Senate.

SVP Role in Curricular Process

Fredrickson: We want to improve the curriculum process for approval for workshops.

This is at the dean's level. This is requested on the curriculum side. It would be a syllabus and course description.

Brown: We will take it back to Senate.

Work Plan

Quistgaard:

We are in the process of developing the Work Plan and the Strategic Plan. We hope to have a draft available by the middle of February, to get input from everyone. This would include a campus wide forum for feedback.

President's List:

This is a request from the Student Association to create a President's List. This would be similar to the Dean's List: (3.25 grade average in a semester). The proposal would be a 4.0 grade average to make the President's List.

Brown: We will take this to the Senate and get back to you.

The meeting adjourned. The next Meet and Confer meeting will be Wednesday, January 29, 2003.

Respectfully submitted,

Jauneth Skinner

BSUFA Executive Committee Secretary