

## Meet & Confer Notes

4/2/03

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

### ENROLLMENT UPDATE – C. Baer

YTD up 2.55%

FTE up 2.4%

Applications up 25%

Total up 20%

Transfer up 7%

SOAR up 61%

Residential Life Applications up 34.5%

### BUILDINGS/FACILITIES UPDATE – G. Amble

-- AIRC on schedule; up and running this fall

-- Roofs on power plant and Bangsberg

-- Electricity loop finished this summer

-- CAET – 17 architecture firms have come forward and will submit proposals

-- Firms coming in to look at Peters Lab and Sattgast for potential improvements

-- High School – verbal agreement of shared use of track and field stadium; seeking written agreement.

-- J. Fredrickson – Revision of *Handbook for Students with Disabilities*. C. Brown – IFO will take under advisement and get back.

### NWT UPDATE – J. Quistgaard

-- Thief River and East Grand Forks seeking new names; also, southern group and local college. Working on regional issues and customized training.

-- NWT no longer able to offer Applied Associate of Science degree.

### LEGISLATIVE UPDATE – C. Baer

Rumor that House Republicans will be putting forward budget bill – slightly more for education than governor's.

### SEARCHES/POSITIONS

1. Administrative VP (J. Fredrickson) – Moving forward, pre-screening analysis, question analysis.
2. Faculty (J. Fredrickson) – One failed in Spanish
3. Volleyball/Senior Women's Administrator (C.Baer) – Making offer
4. Fundraiser (C. Baer) – Trying to get someone in May
5. Small business -- MAPE (J. Fredrickson) – Moving forward
6. Career Services (J. Fredrickson) – ½ MSUAASF
7. Delivery person (G. Amble) – Moving forward
8. Janitorial supervisor in residence halls (G. Amble)

## ORGANIZATIONAL CHART

Given to C. Brown by G. Amble

## FOOD SERVICES CONTRACT – G. Amble

ARAMARK has a couple of years left on contract

## EMERGENCY PLAN

- G. Amble – Campus moving forward on evacuation procedures
- R. Henry – Means of disseminating information to students re SARS
- C. Brown – Salary Equity Meeting, 1:00-3:00 in Crying Wolf

## SOFTWARE SUPPORT

- R. Witt – Computer Science department was not given software support. Turned down without reason. Criticism of decisions as to what will be supported and what will not. Academic side desires more input regarding programs that are department specific. G. Amble will talk to F. Hartman and come up with response. update on GroupWise.
- C. Brown – Need for Academic Computing Director, responsible to faculty.

## SURVEY

- R. Henry – Way to deal with wage freeze proposals – contact downtown merchants to see if they would work with us against such wage freezes.
- J. Quistgaard – Be careful about using letterhead and stationary.

## COACHING COMPENSATION

- C. Baer – Seeking complete list of coaching compensation for IFO employers.
- J. Fredrickson – Would like names and then submit to G. Amble.

## REASSIGN/OVERLOAD AND TEACHER SUPERVISION

- C. Brown asked for the provision of spreadsheets. J. Fredrickson -- will provide spreadsheets detailing such arrangements.

## SUMMER – C. Brown

- Contract now allows for overlapping summer courses. Requires three-way sign off.
- Template will be sent out by J. Fredrickson. Currently in draft form but will be out before summer school.

## REASSIGN TIME FOR CHAIRS

- C. Brown – Any changes in policy?
- J. Fredrickson – Deans moving in direction of seeking contractual changes as a means of dealing with budget problems. Also, moving toward consistency.

## CROSS-NUMBERING OF COURSES

- C. Brown – Academic Affairs Committee proposes moratorium on altering position on this until more detailed examination.

## BUDGET

- C. Brown – Are you contemplating Article 23?
- J. Quistgaard -- Not at this time.
- C. Brown -- Restructuring?
- J. Quistgaard -- Not at this time.
- C. Brown – Will IFO see consultants report?
- J. Quistgaard will share with IFO. Consultant highly respected (Dr. Dennis Jones). He'll be on campus later this month.

### *MNSCU*

#### Instructional (vs. Noninstructional) Costs

BSU 48.3%

Avg. 48.5%

Most below us in terms of instructional

#### J. Quistgaard

- Believes that recovery will be slow over four-year period. Minnesota in better shape than some other states, but still has structural problems.
- Believes we will still have \$4.7 million challenge.
- Expects 4% increase in personnel costs, assuming enrollment will be flat (safest route).
- 16% increase in health care costs.
- Do not assume wage freeze.
- Assume that tuition increases cannot go above 15%.
- Assume 3% rise in inflation.

#### G. Amble

- Presented package to student senate. Still looking at \$4.7 million deficit. If we did not raise tuition, have to lay off 80 employees. To solve only through tuition would take 30% increase. Want to keep favorable student/faculty ratio, keep four-year graduation possibility, continue close relations between students/faculty and staff.

#### J. Quistgaard

- Cannot either layoff 80 employees or raise tuition 30%. Must grow in enrollment, status, prestige. Should take \$250,000 to examine ways in which BSU could grow. J. Fredrickson has been asked to provide leadership in this area.
- While BSU has increased enrollment by 9% from 1999 to 2003, the MnSCU average is 25%.

#### F. Fredrickson

- Should seek new program opportunities, what attracts students. Seeking data on this. Given scarcity of resources, must have evidence before committing.

#### J. Quistgaard

- From Chancellor's Office, before we raise tuition, must take series of steps: 1) Reduce administrative overhead, and 2) Can we reduce existing university reserves?
- So far, \$2.3 million has been identified for reductions, out of \$4.7 million deficit.

### *STUDENT PRIORITIES*

-- C. Baer – P. Waletzko sent forward a letter where status quo was retained for academic programs, small class sizes, maintain programs, etc.

-- J. Quistgaard – Still in discussion mode with students. Unlikely that Board will approve tuition increases before July 1. This presents challenge, as does idea of governor's freeze. If we have tuition increase of 15% and cut \$2.4 million, we are still \$140,000 short.

T. Fauchald

-- If, hypothetically, positions are going to be cut, what position will go? How will the VPs save money?

C. Baer

-- Supplies, equipment, overload, vacancies unfilled. Total savings of \$100,000. Most will come from athletics.

G. Amble

-- Six positions – five vacancies unfilled, and the compensation for one will come from transfer of funding source. Supplies, physical plant, fuel -- \$925,000.

J. Fredrickson

-- Four salaries will be reduced or transferred funding in Student Affairs.

-- Assistant VP on hold.

-- Two positions are phased.

-- \$85,000 in adjunct, overload, and fixed term.

-- Operating budgets.

J. Quistgaard

-- Must exercise caution; possibility of harsh economic swings still exists. All have a stake in this; must have communication and cooperation from faculty, students, and administration.