

BSUFA Meet and Confer

October 13, 2004

Called to order at 4:05 PM

Present: Joann Fredrickson, Bill Maki, Tom Fauchald, Chris Brown, Rose Weaver, Rod Witt, Dave Larkin, Elizabeth Dunn, Sharon Gritzmacher

Larkin to Fredrickson: For this meeting are you the designee for the president?

Fredrickson to Maki: We need to have a conference.

Fredrickson: I am.

Agenda adjustments see notes

Position requests

Fredrickson: This is an informational item. I have two IFO position requests that I am reviewing. One is a Professional Education position – it is the position held by Marilyn Meisenheimer but has been revised and moved to Special Education. We have had a failed search. There is also a Geography position that will be vacant when Charlie Parson moves into retirement. Both are probationary positions and I am inclined to view them favorably.

Fauchald: Have we recently seen a list of currently vacant IFO positions?

Fredrickson: I can get one

Fauchald: I have a hard time talking to people about positions that are on hold. Sometimes it seems that a department thinks a position is on hold, but at the deans' level, the money goes to fixed term or adjunct positions. We need to see what the deans are doing.

Fredrickson: Haven't there been many positions from years ago? The library went from 10 to 6.

Brown: Isn't that retrenchment?

Fredrickson: I don't know.

Interim Associate Vice President for Information Technology and CEL

An organizational chart was presented to those present.

Larkin: What is the status of the search regarding this position and how does this play with the Associate VP for position for you?

Fredrickson: They are not related. As you know Information Technology was Fred Hartman and CEL is Bob Griggs. We are looking at an interim appointment from within the University for this associate position. It would move to the Academic Affairs side. The Computer person would move to Academic Affairs.

Fauchald: Are there still some pieces missing?

Maki: No it's all here.

Fredrickson: This is consistent with the desires of the faculty based on Meet and Confer. Its tied to the academic mission and to what the consultant recommended. We will try to figure out how to do this with existing resources. Our costs would be backfilled, and it will give us at least a year to determine whether it works and advances both the missions of Computer Services and CEL. The biggest challenge will be connecting the programming staff headed by Russ Hanson. There are two additional vacancies in Computer Services. There is a programmer vacancy and one position that is held. There is another vacancy because Brandon Odegard has left.

The next step is to see who is willing to step forward. This could be a 2-year interim position. At one year, we would evaluate to see how it is working. If it is successful, we would look at a national search.

Fauchald: Is the director of Computer Services position going to be filled?

Fredrickson: I don't know; it depends on who comes forward. There would not at this point be additional dollars.

Fauchald: It will be paid for internally.

Fredrickson: Yes.

Witt: I was somewhat concerned retention/market/programmer position. I see some real differences here in the functions of information technology and CEL. Have you considered that there are some real differences here?

Fredrickson: If there isn't a candidate that comes forward that could coordinate this, you can also have failed searches.

Witt: I think the possibility of getting someone with these skills is limited.

Larkin to Fredrickson: Linda Baer had Jon Quistgaard working for her full time and Jon Blessing working for her as approximately one half of his duties. Then Quistgaard's position went away as did Blessing's. Now you are going to add more to your plate. Is this a good idea? The flip side is the perception that Vice Presidents and Associate Vice Presidents are popping up too frequently.

Brown: We would be looking at a second VP position

Dunn: There is a perception that there are lots of faculty positions that aren't filled. We have to justify like crazy for positions. It would be helpful to have the faculty position too.

Brown: I'd like to take this to Senate. I like the idea. I don't understand why the web guy isn't here on the organizational chart.

Fredrickson: That discussion isn't complete.

Fauchald: We thought you were going to do a search for Academic VP.

General discussion about the history of the position that Jon Quistgaard held when Linda Baer was VP. The money from that held position has been used for budget balancing.

Fredrickson: This year there are no faculty positions being held. I still have a couple of positions, and Bob Griggs is funding a position with his resources, Lynn Johnson, I believe. I had all the detail and I can bring them back to the table.

Fauchald: I think we will find that the detail is at the deans' level. But we know you will accommodate.

Dunn: Dave asked if this will make more work for you and less for Bill.

Fredrickson: I got the message that the faculty want this.

Witt: Are you asking for something or just showing it?

Fredrickson: Unless we hear otherwise, we would like to move on this.

Larkin: There is some information that I don't seem to have been receiving. Please send my mail to Memorial.

Witt: We should take this to Senate.

Fauchald: We have a meeting next week

Fredrickson: There are two models of the organizational chart. The interim person could move the lines around. The chart you have makes it look like we want to continue two dean level positions. That isn't really what we mean.

Brown to Maki: This is going to cause you to have to reshuffle your budget.

Maki: It is confusing to portray this until we know who the person is. This chart is the easiest way to explain it. But we don't have the resources to add another layer.

Fredrickson: What if we had a faculty member step forward to take this? Then the back fill might go back to the academic department. The dollars for this structure are in this structure.

Witt: Before we can answer the structure issue, we need to take this to Senate.

Maki: I'll send a copy of the position description to Dave.

Larkin: Please send me a good clean copy of this letter requesting the selection process for the Associate VP for Information Technology & Extended Learning. I agree with Brown that the web guy needs to be under this structure too.

Brown: There are some problems.

Director of the Library Search Committee Composition

Fredrickson: I have a suggestion on structure of committee from Nancy Erickson. I am recommending that structure.

Brown: We want to discuss this regarding IFO positions on the committees. Why are two librarians listed and one IFO member? It should read three IFO members, two of whom are librarians.

Fredrickson: I'll touch base with Nancy and put forward your request.

Search committee procedures and timelines

Larkin: We have been exchanging a flurry of emails about this and making some progress. There is a department that isn't meeting its time lines. The contention is that positions aren't being filled in a timely manner because of delays and inappropriate wording in vacancy notices.

Discussion ensued.

Higher Learning Commission assessment workshop

Fredrickson: I am taking assessment leaders on campus to an assessment workshop in Chicago. This will include three of the four assessment coordinators, the committee co-chairs from the Academic Affairs Planning Committee, and Ivy Knoshaug. We need to be on top of assessment; I spoke to Lynn Priddy of the Higher Learning Commission and she encouraged us to look at this conference.

Retiring faculty and last duty day

Larkin: The last duty day of the academic year is May 16. If faculty retire on May 13 they will get an extra two weeks of retirement pay. Russ Stanton has advised that they retire as of May 13. We are going to work with you and the particular faculty members who have indicated that they are retiring this spring. We want to work with the deans to identify an alternate duty day before May 13 to ensure that these faculty work the 168 duty days as stipulated in the contract.

Brown: We should have a Memorandum of Agreement.

Fredrickson: We can do an MOA; we should do one for each person. Each person might pick a different alternate day.

Larkin: I'll talk to Russ Stanton about drafting the MOAs.

Planning process evaluator – Faculty Association input

Larkin: We talked about this issue at senate. The language is that Dan Rice has been contacted but not contracted. We are wondering where you are on this. Is Rice still the man or is it still up in the air.

Fredrickson: I can talk from the University Council perspective. At University Council recently, concerns were raised that perhaps he is too close to the process and would have a vested interest. It was believed that his role in developing the planning process was about a two-hour presentation as a part of a two-day retreat. We don't see him as contaminated. It might be

valuable to ask him the question, but who should ask him is the question. Depending on whom that person is, there is the question as to whether that person would be believed.

Larkin: We could do this, but we also have this planning process survey that we are working on. Maybe we should have all the bargaining unit heads get together and have a conference call.

Gritzmacher: Yes.

Weaver: I agree.

Larkin: I'll take it to the bargaining unit heads on Tuesday. We will decide if we want to contact him. If we decide yes, we will try to set up a conference call at that time.

Timelines for Head coaches

Fredrickson: Everything last spring for time lines excluded head coaches. They are really being evaluated by mid-January. We had tried to come up with a different date for head coaches. This fall the new contract puts coaches on same time line as other faculty, but the coaches want to push their evaluations further into the spring.

Larkin: Senate consented that coaches could be evaluated on the faculty timelines.

Fredrickson: They would be under same fixed term time lines – February 25 notification date.

Larkin: If they want something else, they need to bring it to us.

Fredrickson: We put a lot of work into this. I know that Rick Goeb, on behalf of his coaches, won't like this schedule. MnSCU said evaluation of coaches would be flexible in the new contract language, but it isn't.

Larkin: I was asked by Sandy Rasmus to put the coaches on the same time line as everyone else. The coaches and Goeb said this would be okay.

Fredrickson: Then this is what they will get.

Larkin: I don't think the IFO is opposed to looking at something different, but we need something concrete.

Brown: Proposed contract language is currently being discussed. We are trying to tie coaching evaluations more closely their seasons.

Master academic plan

Fredrickson: I am looking for suggestions for a development and approval process. There are two obvious routes. The first is the standing process involving deans, colleges, and departments working through priorities and bringing them back through meet and confer. There are two obvious routes. The second is the Academic Affairs Planning Committee. I've been told that I'll be invited to the AAC. Do we need a task force or a work group?

Polite laughter and eye rolling

Larkin: Is the plan on the web yet?

Fredrickson: We don't have a plan yet. It's the Work Plan that is up on the web.

Brown: We do have a committee process. Maybe this needs to go to BSUFA Academic Affairs or Senate. This is an academic plan. The faculty should have input.

Fauchald: We can put it on Senate agenda.

Fredrickson: I offered to come to Senate to discuss it.

Dunn: How did the work plan go?

Fredrickson: It went well.

Larkin: I will bring it up at Senate on November 1. Is that timely enough? I will discuss it with Senate on Monday 11/18 and then we can offer an invitation to you.

Fredrickson: I would like to incorporate the kind of information that comes from the focus groups we have had - being student centered, that liberal education is important for all students, the idea of global citizenship. These things keep coming up.

Brown: The official responses will come from the Student Senate and the Faculty Senate.

Larkin: I'm confused. We are evaluation our planning process, we are developing a master academic plan. This seems to be to be problematic. I am trying to process the whole thing. Can we pull the two together?

MOA for summer school and 168 duty day alternative schedule

Larkin: We want to go on record as opposing the MOA, based on the recommendation of IFO counsel downstate.

Advisors for clubs and organizations

Maki: Administration would like an opportunity to develop a suggested job description - roles and responsibilities covering the faculty advisors and student organizations. Is it okay to contact current club advisors? Once we come up with a draft, we will bring it to Meet and Confer.

Fauchald: Why?

Maki: There aren't any expectations.

Dunn: Will there be student input?

Brown: Other colleges offer reassigned time to faculty advisors.

Maki: That wasn't the intent.

Fauchald: There is another issue - we are different from the secondary level. If you get too prescriptive, you will end up getting no advisors. Then there is also the difference between a faculty advisor and an employee thing.

Brown: Is there a specific reason that this is coming up?

Larkin: We will take it back to the next Senate meeting.

Maki to Larkin: I'll email you something, a general description of what we want.

National Student Engagement Survey (Faculty and Students)

Larkin: Carol Milowski wanted to be here to discuss this. Can we bring this up at the next Meet and Confer as well as raise the issue at Senate on Monday?

Fredrickson: I'll try to get Larkin an electronic survey.

Alleged Sexual Misconduct

Brown: We are getting bad publicity. We need something on record from administration to faculty addressing what is being done and what we can do to prevent this in the future. What can we do to make this a safe campus?

Fredrickson to Maki: Let's caucus.

Fredrickson: What we would like to do is talk about the ways that the campus has responded to this point and addresses ways that we can improve.

RMRW is a unique program and a model sought by other schools. Jon Blessing is considered an expert on the subject. We have Jay Passa working as the health educator. He is an investment in campus and community safety. He addresses issues of high-risk behavior, and in conversation this summer indicated this the most recent survey says that binge drinking is down on campus. Faculty believe that he has had an impact on the freshmen in FYE classes when he discusses these issues. In this particular case, while we can't talk about internal details, it is in the conduct process and as such has become a part of educational record. This means that it is covered by Data Privacy. You should know that the Counseling Center has been and continues to be involved.

Maki: Residential Life from the time of allegation to now has been providing program opportunities to all students. They have trained the RAs well, and the RAs continue to take the pulse in the halls to make sure that students feel safe and secure. Security is also involved.

Fredrickson: We have 1b1 and 1b3 policies that address issues such as these. You should look at them. As with any organization, there are probably steps we can take to improve things. I applaud the Center for Professional Development for the meeting they held today. It addressed the way that we can take a bad situation and use it to do some positive things. We look forward to hearing more from faculty on this.

Money

Fauchald: I brought some enrollment information that came from the book MnSCU distributed. Overall, MnSCU is down about 1%. MnSCU makes it very hard to get the information together. Fauchald read figures from most of the MnSCU institutions. Very few were up.

Fauchald: We are concerned about enrollment and the tuition implications. The funds will be going down.

Maki: What is interesting in our enrollment dropping for this fall is that we are down in credits by 3 or 4%, but we are only down 0.5% or approximately 25 students of the number of students paying tuition within the band, so students seem to be taking fewer credits. We just had to submit revised projections out to 2009. Within the state universities for FY2005, we and Winona submitted lower projections than what final enrollments were last year, the other five SU's flat lined it or showed minimal increases.

Fauchald: We (another group I sit on) have to be concerned because the community colleges have talked about a tuition freeze.

Maki: So are the 4 years.

Fauchald: It is tough for us to lose FTEs in the appropriations category. I think the reason that Winona is down is because they cap enrollment. But there were students afraid they wouldn't get in so they applied but went elsewhere. The appropriation is a problem. It's easy for the legislature to say that you have fewer students, you don't need more money. I was doing research for the candidate forum. (Distributed an institution profile: Employee headcount and FTE) The fiscal year, headcount, and FTEs are at the top. I did an extra analysis. Here is the concern. Faculty appear to have gone down 20%

Fredrickson: No, this isn't the case.

Maki: Is summer included in one year and not the next?

Fauchald: Give me better numbers and I'll reevaluate. This is why we are concerned about where the faculty positions have gone. This came out of the candidate book offered by MnSCU. I know that we had a big change in summer school offerings. We have to make it more attractive for faculty to want to teach summers. I don't think they are counting overloads. I do think Phasing is in there. That converts differently. But, this information came from MnSCU.

Fredrickson: We will soon have our current data book and so we can present accurate, current information.

Fauchald: But, this is what MnSCU gave us. The biggest change is in the adjunct piece.

Fredrickson: But the date is March 1. That would include summer session one year but not the next.

Maki: Intuitively it doesn't make sense. How would the number of FTE go down by 20%?

Fauchald: I haven't had time to compare it to the other schools. I will. I tried to look at payroll on the intranet, but wasn't able to get a handle on it.

Fredrickson: Using the data book, we can get better data.

Fauchald: But, this is what MnSCU put out. If that isn't helpful, it is still what they give the legislature.

Gritzmacher: It raises two questions. First, does MnSCU have an agenda by giving these figures to the legislature? The second question is who developed these figures. Do they understand that the information isn't complete and shouldn't be compared, or do they not understand?

Larkin: We would like these numbers reconciled.

Fredrickson: It would be a big project, and to what end?

Adjourned 6:06 PM

Respectfully submitted,
Sharon Gritzmacher
Secretary, BSUFA