

**BSUFA Meet and Confer**  
**13 September 2006**

**Administration Members present:** President Jon Quistgaard, provost Joann Fredrickson, Vice-President Bill Maki, and Interim Vice-President for Student Development and Enrollment, Dave Carlson.

**IFO Members present:** President Elizabeth Dunn, Chris Brown, Deb Peterson, Jauneth Skinner, Derek Webb, Rod Witt, and carol Milowski, Recorder.

The Meet and Confer convened at 4:00 p.m.

Provost Joann Fredrickson started the discussion with **the classified search update**, Agenda Item II. There was general discussion about failed searches and how these are reactivated. Fredrickson said if the position is not changed, the same paperwork could be resubmitted; if changed, new paperwork is needed. Executive members asked about positions in math education, biology and art; Fredrickson indicated these were either positions that were not on the list or for which paperwork was not complete. Deb Peterson said BSU did not seem to be seeking a “real anthropologist”; Fredrickson said that decision had not been made. Rod Witt asked if the Administration was considering retrenchment; Fredrickson said “no.” (See Addendum I, List of Searches, to the print edition)

Fredrickson returned to Agenda Item I, **Scenario Planning**. Fredrickson said September 26 would be given over to university-wide discussion of the work of the Scenario Planning Committee. Offices will be closed and classes cancelled for the day. There will be a general meeting followed by small group discussion. She will be putting out a call for 20-25 small group facilitators. The intent of the day is to inform the campus of work-to-date as well as to ascertain if we are “close enough to move ahead in the process.” She said it is a duty day on-campus for faculty who do not participate in the Scenario Planning.

Under Agenda Item III, **the Interim Vice President for Student Development and Enrollment**, Quistgaard distributed a new organizational chart indicating the lines of reporting to Dave Carlson, the Interim Vice President, and said Carlson would work with the campus to develop an “enrollment management plan and a student development plan.” (See Addendum II to the print edition for, organizational chart).

Vice President Bill Maki distributed the **Budget Report and Proposed Budget Forum**, Agenda Item IV. The FY 2007 shortfall as of 09/12/06 is \$707,000. \$257,000 will come from Departmental Carry Forwards—221,003 from Academic and Student Affairs, 14,732 from Finance and Administration, \$4,636 from University Advancement, and \$16, 629 from the President. \$155,00 will come from holding three non-faculty administrative positions, \$100,00 from a reduction in Athletic Equipment, \$50,00 from reducing R&B, \$75,000 from reductions in Academic Salary Reserve, and \$20,000 from the President’s area in non-personnel. (See Addendum III to the print edition.)

When questioned, Maki indicated that Athletics had no carry forward, and Quistgaard indicated that area was “not a money maker.” Maki indicated that this represents the last of the “one-time reductions” and solutions shortfalls in 2007/2008 will

be permanent cuts. There will be a Budget Forum on October 2 to present this to the university community.

As part of the budget item, Fredrickson distributed a memo referencing **Institutional Designation** under Article 16, Section D, Subd. 4 of the IFO Contract such that faculty in the Computer Science, Education and English Departments would be eligible for full early separation benefits if the faculty meet the minimum requirements of the contract, separate from the university no later than the beginning of the 2007-2008 academic year, and submit a letter so indicating by October 12, 2006. (See Addendum IV to the print edition). The reason given for the designation was “to aid in personnel attrition during budget cuts.” Fredrickson said the choice of departments addressed “staffing only, not the viability of the program.” She said the departments were picked in consultation with the Deans only at her level; she did not know if any Chairs had been involved at the Deans level. Fredrickson said, “some replacements might be considered” if large numbers retired out of one department.

Fredrickson also distributed guidelines she has established for **phased retirement (AEP)**. Requests for AEP will require departmental and Dean support and will be for one (1) year. Extensions will be considered on a year-to-year basis and are not guaranteed. For faculty in the designated departments, two-year requests will be considered, but they will not be eligible for the early retirement incentive (See Addendum V to the print edition).

Maki thanked the faculty for their support helping students maintain their **registration under the new MnSCU cancellation for non-payment policy**, Agenda Item V. At the end of the day, only 68 students were dropped and most of them have reregistered.

Quistgaard said that they are using “head-count” rather than FTE’s to report enrollment off-campus in the area. Head-count is up, but FTE generation is down as there are more part-time students.

Dunn reported that the Faculty Senate passed the **IPSEL Proposal**, Agenda Item VI. Fredrickson agreed to a call for proposals.

Dunn said that “**centralized class scheduling**” in Hagg-Sauer and Sattgast, Agenda Item VII, has resulted in overload for Deb Kruger and very early deadlines for Chairs.

Webb said the **search process**, Agenda Item VIII, is extremely competitive and needs to start early. There was further discussion of where positions of particular interest to some departments were in the process (See the first Agenda Item).

Peterson said that the **Pandemic Plan**, Agenda Item IX, had been presented to the Senate but not formally accepted. There is concern about what happens to faculty/staff if the university closes entirely.

Fredrickson announced that Dwayne Beam had been appointed the **University Conduct Officer**, Agenda Item X. He will work with the Conduct Board and has an MA in Education.

Fredrickson said that the call would be issued for a **Director of Women’s Studies**, Agenda Item XI.

Fredrickson gave an update on the **Alexandria AA Degree**, Agenda Item XII. She distributed a list of courses that have been approved by faculty to be offered in the

program (See Addendum VI to the print edition). BSU faculty will teach all courses; Sarah Young is the Advisor/Coordinator at two (2) credits of overload per semester.

Fredrickson started a discussion of the job description for the **Dean in COPS**, Agenda Item XIII. There was general consensus that a terminal degree is essential. Dunn recommended language about a research agenda as an important part of the background of the person who heads the Graduate School. There was general discussion of restructuring COPS or relocating the Graduate School.

General discussion of the **MnSCU 1b1 Policy**, Agenda Item XIV, followed. There is concern over the wording of the policy, the way in which it seems to violate the IFO Contract, and the assumption by some administrators that it is not still at the draft stage, *i.e.* dating students. This was taken under advisement.

IFO Executive members expressed dismay at the **ramp being constructed in the Quad**, Agenda Item XV. It uses up a great deal of green space, connects to nothing, and doesn't blend with the other features of the Quad.

The meeting adjourned at 6:30 pm.