

Minutes for Meet and Confer

Date: 9/26/07

Present: Susan Hauser, Derek Webb, Elizabeth Dunn, Louise Mengelkoch, Marty Wolf, John Quistgaard, Deb Peterson, Chris Brown, Bill Maki, Joann Fredrickson, Kathy Meyers, Lisa Erwin

Guest: Carol Nielson

1. Technology update:

BSU will receive \$157,000 from the MNSCU \$62 million of technology funding. This money will be dispersed over the next three years.

Additionally, MnSCU denied our request for funding for the experimental laptop program, and we have to fund the dual boot computers out of our own money.

Dr. Dunn asked about the use of the student technology fee and the student consultation process. Dr. Quistgaard reported that there is a student committee that gives input into the use of all fees. It was unclear whether or not this is a Student Senate committee. There is a consultation process that is used most of the time. Dr. Dunn requested more information on how those fees are spent.

Progress on the new website will be covered at the next meeting with Bob Griggs and Rose Jones being asked to give a 10 minute presentation.

Dr. Dunn has asked faculty to report problems with the D2L system during start-up. Also Professor Brown mentioned that MSU Moorhead's email went down during start-up. Apparently the problem is the result of MSUM having built their own system and then having outgrown it.

2. Dr. Webb asked for an update and summary of the work of the Center of Excellence. The director, Karen White, will be asked to come to the next Meet and Confer to give us a 10 minute report.

3. Dr. Dunn requested copies of whatever policies we currently have in place that can protect faculty members, especially in light of the emphasis on the student right to privacy. Faculty have asked for practice and training as well as informational sessions on security. Bill Maki met with Dr. Kippenhan to discuss how to accomplish this and decided that a department by department discussion would work best. V.P. Lisa Erwin is planning a "webinar" for students dealing with identifying students who are questionable. In February 2008, Dr. Quistgaard will be meeting with other presidents and administrators to discuss the shooting at Virginia Tech. Dr. Erwin thinks that we may be making legal assumptions that are not accurate.

4. Dr. Wolf requested deeper data on faculty searches. This does not include private information, but numbers and process. Dr. Fredrickson will forward the request. Dr. Peterson specifically requested information on how a search is defined as a failed search. Our data to MnSCU looks incorrect, and we are concerned regarding the repercussions of long term problems if it looks like we have no difficulty with hires. Dr. Fredrickson currently has no information on the report. Mr. Maki stated that there are definitions, but perhaps they are not clear.

5. Mr. Maki looked into the request for gratis faculty use of the Rec. Center. The first problem with this is an interpretation of the fee policy says it is not allowable to give faculty a rate lower than students.

[The Minnesota statute covering student services pricing is as follows:

135A.13 Student services prices.

The governing board of each public postsecondary system is requested to establish prices for goods and services sold through student services that approximate as nearly as possible the cost of providing quality goods and services.]

The second problem is an apparent legal consideration that the university may not engage in unfair competition with local health centers. The student fees and the faculty fees are equated.

[The MnSCU policy regarding this decision can be found at <http://www.mnscu.edu/board/procedure/706p1.html>]

Professor Brown reminded the group that faculty salaries are relatively lower compared to other state universities and compared to the rest of the country. Dr. Dunn produced the relative salary and compensation information prepared by Professor Tom Fauchald. This led to the next item of discussion.

6. Dr. Dunn discussed our hope that President Quistgaard will support us at MnSCU during the contract negotiations. Our primary issue is money in the base. Professor Brown is especially concerned with how we will be affected by the other bargaining units' settlements. Mr. Maki has information on the specifics of the other bargaining units' settlements.

President Quistgaard expressed concern about our competitiveness in gaining future faculty members and about appropriate remuneration of current faculty. He acknowledged the need to increase the base. Professor Brown requested updating on the process of the administration's conversations at MnSCU.

Dr. Quistgaard stated that BSU may actually need to do better than other campuses, considering where we are located.

7. Dr. Hauser reported that faculty were surprised to learn that our state representatives were here last week. We are concerned that legislators don't know what we do and where we do it. They have been here twice recently, and faculty want an opportunity to meet with them and show them what we do and to interact with them. Mr. Maki stated that the legislators generally inform the university what they want to schedule. Dr. Hauser suggested that we extend an invitation to them. Dr. Quistgaard said the schedules are really tight, but maybe we can attempt other approaches. The legislators want to meet the students, so he had students there for the dinner.

Dr. Dunn stated that there is supposedly an academic review of the bonding bill but it has no line for faculty input.

Dr. Quistgaard said we have a process and we have tried to include faculty.

Dr. Dunn asked how are the projects priorities are decided.

Mr. Maki said we are now moving on projects that were planned in the 2005 bill. We will start this spring looking at projects for 2010.

Dr. Quistgaard remarked that funding for some things is more likely than for others at different times. Also, Student Unions are a different issue since they are revenue projects rather than bonding.

Dr. Dunn reiterated that faculty feel the loss of a planning structure.

Dr. Quistgaard stated there will be more apparent planning in the spring.

8. Dean Carol Nielsen and Provost Fredrickson spoke regarding the appointment of the new two-year Associate Dean for Professional Education in response to the Executive Committee's request at the previous Meet and Confer. Three topics were included in the request: timing, resources, and the appointment.

The timeline:

- § During the 2006/2007 year, Jack Judkins, was a MSUAASF Accreditation Coordinator in Professional Education on a fixed term contract.
- § On March 8, 2007, the Professional Education Department voted for the Assessment Coordinator position to be a permanent MSUAASF position.
- § On April 20, 2007 Jack Judkins indicated he would not apply for the permanent accreditation position and would be returning to Independent School District #31.
- § A committee was formed for the position and on June 6, 2007, Dr. Jack Reynolds signed the Request for Authorization for Position & Search. The position description had changed from the previous fixed term position. The notable changes included the name change of Assessment Coordinator, rather than Accreditation Coordinator; a master's degree was no longer required; K-12 teaching and assessment experience was no longer required; and education assessment was no longer required.
- § Starting in mid-June, 2007, Provost Fredrickson and Dean Nielsen started discussing the possibility of an Associate Dean due to the proposed changes in the MSUAASF position.
- § End of June through July 2007, Dean Nielsen talked with Dr. Jack Reynolds and Dr. Judy Olson, the new Chair of the Professional Education Department about the possibility of a two-year Associate Dean.
- § On July 23, 07, Carol Nielsen asked if she could draft a two-year Associate Dean Vacancy announcement.
- § On August 9, 2007, the position was offered to Dr. Patrick Guilfoile.

Resources:

- § The resources for the position come from those previously identified for the MSUAASF Accreditation Coordinator (Judkins) with the remainder from college resources.

Appointment of two-year Associate Dean of the Department of Professional Education:

Dean Nielsen stated that she and senior administration discussed a number of possibilities for the position including: faculty and administrators at other state universities; recent retirees and former administrators from other universities; recent education retirees with national reputations; current and retired faculty in the Professional Education Department; and BSU faculty who had demonstrated interest in administration, have a secondary education background and have helped groups work together.

Additional discussions took place regarding the need for someone in the job just before the beginning of fall semester 2007. The Board of Teaching documents are due to the Minnesota Board on October 1, 2007. Additionally, planned activities regarding the Department and outside consultants had been scheduled for Fall Start-Up. Dr. Jack Reynolds had told Dean Nielsen that a search for an Associate Dean would mean that the person wouldn't be "...on board until Spring." He expressed concern about losing the momentum on data gathering and BOT preparations.

Of the candidates discussed, Dr. Guilfoile was offered the spot and appointed to the two-year Associate Dean position.

Dr. Fredrickson indicated that unusual measures were being taken to address concerns regarding the Professional Education Department. The program has suffered enrollment declines over the past five years. She indicated that when the Education Program is not reaching its potential, the entire University suffers. The immediate needs of the department include BOT review, national accreditation and outside experts to assist in discussion and processes that need to be addressed. She believes the appointment of a two-year Associate Dean to the Department of Professional Education can help them in this process.

Dr. Dunn asked if Dr. Reynolds' salary line is tied up in this?

Dr. Fredrickson responded that the Reynolds line is tied up with the Jack Judkins line. The Department voted to make the Judkin's position a permanent position. Before the Professional Education Department elected their current Chair, she didn't know if the Department was going to have an internal or external Chair. When the Department elected Dr. Judy Olson as Chair, that freed up some of the Reynolds line for the accreditation and BOT leadership activities. After the summer of 2009, those dollars will again support a faculty line in the Department.

Dr. Dunn asked what would be the policy under which you did this?

Dr. Fredrickson said that MnSCU advised that we could do this.

Dr. Dunn requested that we get the official policy.

Dr. Peterson voiced concerns that this person was not vetted by faculty and didn't go through the search process. This sets a precedent. It now advantages one person without any open process. It is not the same type of process as other faculty must follow if they want administrative experience.

President Quistgaard stated that this was an unusual process, but has occurred in the past. Dr. Peterson said, this is not an IFO position, but an IFO line went to support it. Professor Brown asked if a departmental crisis was created by the retirements. He wondered if we solved that by putting someone in an administrative position. Several members wondered why a Meet and Confer wasn't called. Interim Dean Nielsen and Dr. Fredrickson said they didn't know.

9. Dr. Dunn spoke about the Events Center. Referring to last spring's budget meeting and reiterating the Senate's position that Dr. Quistgaard not deviate from his conditions for continuing Division I Hockey, Dr. Dunn recognized that Dr. Quistgaard has indeed maintained his position. She acknowledged the difficulty of his position and stated that the Executive Committee applauds that he has not deviated from this stand. She officially requested a monthly update on the funding efforts process at the Foundation and also again requested an alternate plan for reorganizing the Athletic Department and achieving the required funding cuts that parallel those already being taken from the academic side (as part of the 3-year budget plan) should we not be able to continue with Division I hockey.

Dr. Quistgaard reported that there is no substantially new information. There have been lots of discussions occurring. He received a news release this afternoon that Wayne State is dropping hockey. Therefore our current conference may not continue. He reiterated that he needs more than verbal commitments for the funds in order to support any move to Division 1. The Events Center acts as a lightning rod in the city of Bemidji. Dr. Quistgaard has not had any discussions with the city regarding a lease and won't until we know for sure what we are going to do. Bemidji City Council wants a broad discussion and Dr. Quistgaard says he is willing to discuss it in very broad terms only.

Currently the development plan includes a strong campaign to get power players, supporters of hockey who are contacting potential large donors. They hope to sell suites, but that requires that the donors pay first for a later privilege. Mr. Maki reported that the sale of suites could provide \$1.5 million of the \$2.5 million needed.

10. V.P. Maki briefly reported on the budget: There will be a Campus Budget Forum on November 1. Two Identical sessions will be held for the convenience of faculty and staff. There will be no big surprises, and these sessions are simply to communicate the current financial situation.

Fall semester enrollment is stable and is in line with projections for the year. The big increase in first year students has held and it has offset other losses. The MnSCU appropriation is less than expected, but not too serious. Women's hockey funding has helped. AFSME and MAPE have settled and sit within the parameters of 4.5% in our budget expectations.

Regarding athletic budgeting, Mr. Maki reported that it will be difficult to establish a productive working group until Hockey is decided. The committee that finally is

established will look at lots of issues, not just budget. They are not going to bring a plan (Plan B) until the end of this semester. The university will have an idea of the athletic department future by the first of the year. This deadline is important since the university has an obligation to student athletes if hockey is eliminated.

Dr. Peterson stated that faculty are concerned about how quickly academic cuts can be made relative to athletic cuts. Are we dragging it out longer than we need to when academic cuts are already being made?

Mr. Maki replied that nothing has changed since last spring.

Professor Brown asked if the administration would have time to get a committee together?

Mr. Maki replied that these concerns are actually way out there, not an emergency.

Dr. Dunn said that the coaches want to know there is no plan to cut IFO positions as we know it now.

Dr. Fredrickson and Mr. Maki both responded, "There is no plan at this time to make cuts in the athletic faculty."

11. Dr. Fredrickson reported on the Positions update. There were no current IFO positions to discuss. There is one unclassified position in CRI, two in Trio/SSS, and the university just received approval for the Advising Success Center.

12. Dr. Dunn made a request that the administration look at our local version of the new MnSCU D Transfer policy again and see how to accommodate those majors which do not accept any Ds. Given that D's can be tracked in DARS the faculty want a policy that will protect our quality. Metro has a university wide policy not to accept Ds in any majors. The Faculty Senate may want to revisit this. The administration took this under advisement.

13. Susan Hauser reported that the Executive Committee has reviewed the Curriculum Liaison PD and urges Dr. Fredrickson to go ahead and put out the position description. There was a consensus wish for good luck.

14. Dr. Fredrickson presented for review the two models for College and Department Reorganization that were prepared with 5 members of faculty in a consultative role. The proposals, along with the schedule for feedback and decisions can be read in full in the attachment to the hard copy.

Recorder: Dr. Marsha Driscoll

Continuation:

1. HLC ten-year self-study: Frederickson presented a potential time line for the self-study. She noted that a full draft would need to be completed by fall 2009 and that a committee structure needs to be in place before the process can begin. The major work in the process will take place 2008-2009

Frederickson presented two handouts, one on a suggested HLC self-study

committee structure, one on a suggested HLC self-study time line. She also proposed a process for determining membership on the suggested committees (one for each HLC criterion): a nominating committee could be formed that would suggest potential co-chairs for the committees who would especially fit each criterion. For example, an assessment coordinator might serve on the committee for Criterion Three, Student Learning and Effective Teaching. In general, the committees might be heavily populated with faculty and academic administrators. The process would then be opened to the campus and the nominating committee would disband.

Dunn noted that the Executive Committee will discuss the suggestions and will bring comments back to Meet & Confer.

2. Lisa Erwin, who arrived late, commented on agenda item 14, "Policies to protect faculty and student right to privacy." She is working on this issue and will have more information to bring to Meet & Confer in the future.
3. As we were running out of time, item 16 Textbook legislation, and item 17 Sabbaticals were postponed until a subsequent Meet & Confer.
4. Quistgaard suggested that we consider always ending at 6:00 PM with remaining agenda items carried over to the next meeting.
5. Agenda item # 18 Transfer curriculum oversight: Frederickson has looked at the other state universities and they all seem to be doing something in response to the request from MnTC. She distributed a proposed process for complying with that request. Dunn noted that there are conflicting reports regarding what is actually required by way of a report. Dunn asked that Frederickson talk to Simser again, and to Mengelkoch, who serves on the IFO Academic Affairs Committee. Dunn said we will not comment today on Frederickson's proposal, and Frederickson said she will hold the request until after she has talked to Simser and Mengelkoch.
6. The meeting adjourned at approximately 6:20.

Closing recorder, S. Hauser