

BSUFA Meet & Confer
January 23, 2008

Present: Kathy Meyer, Robert Griggs, Lisa Erwin, Jon Quistgaard, Marty Wolf, Debra Peterson, Elizabeth Dunn, Susan Hauser, Joann Fredrickson, Derek Webb, Chris Brown, Bill Maki, and Marsha Driscoll

1. Robert Griggs led a discussion of BSU's arrangement with the online tutoring program Smarthinking. BSU contributes to licensing from on-line fees and that includes the tutoring services. We receive 129 hours/ contract year, and as of this fall we have used 39 hours. There is a work group assessing e-services and they will provide an assessment of the service. We have not come close to running out of hours. If we did, we could purchase more for \$27/ hour. Kathi Hagen said that there is no corresponding decrease in on-campus tutoring. Mostly, on-line but also campus courses who are using D2L. Other campuses have said that this is more appropriate for 2-year rather than 4-year schools.

2. On-line courses policy was questioned. The established practice requires that campus students must fill out a "course work only" form to register for the course. Permission is then required from the department. Some departments allow seniors to register. Other departments require signatures of dean, chair, faculty teaching the course. Denied most of the time if students are inappropriate. If a department has trouble, they should call Robert Griggs' office. Departments have a lot of discretion.

VP Griggs will be continuing with Academic Computing Committee this semester to work on the laptop initiative.

3. HCL committees: The call for volunteers has gone out. Six people have volunteered. The Executive Council encourages Dr. Fredrickson and others to ask people to volunteer.

4. TTh schedule proposal recommended by Randy Westhoff should be taken by the provost to the chairs to see if there is actually a scheduling problem. Dr. Fredrickson will ask Dr. Westhoff to bring his proposal and reasoning to the chairs meeting.

5. Data collection committee volunteers: the call was sent out and volunteers are asked to respond by Feb.1, 2008.

6. Possible one-item Meet and Confer for Reorganization – Jan. 30. All members are asked to please hold that date for discussion of the Senate's response. 4:30 time slot.

7. Positions update

Two-year associate dean position funding: The provost described the funding sources available for the position. Currently the position is funded by money from unfilled education positions, both IFO and non-IFO. It is unlikely that the department will be ready to put out a call for a full-time IFO position until after they have completed their 5-year plan. If the faculty position should be ready to be filled next year, then there

will be other resources, either from other Academic Affairs administrative positions or from savings from the interim dean positions. There will be no open call this year for the Associate Dean's position in COPS because it was a two-year appointment.

The only new IFO search since the last meeting is for an assistant professor in the Nursing Department. There is an interim person in Communications and Marketing which will be permanent. Also a ½ time MSUAASF position for alumni relations. The Library Director line from last year still remains unsettled.

The new Advising Success Center Director will be Mary Ward, starting February 6. Retention counselors are being interviewed. Joe Aiken retires on Friday and the search has started for his replacement as director of the AIRC. Campus Child Care now has two permanent substitute teachers.

8. Athletics

Three points were made by President Quistgaard. He reviewed last year's budget announcement that our new plan includes the \$750,000 cuts and incorporated fund raising efforts. He is pretty confident that by May we will meet the \$2.5 million fund raising goal. He doesn't have any specific plans other than pre-selling suites at the proposed events center. We are also coming up short in the effort to gain admission into the WCHA. We will be playing more games with them and thus will have more games at home. The CHA will go forward and will continue to have 4 teams in it. We will still travel to those games. We lose the automatic qualifier but we have more exposure to better games and have requested an extension on the automatic qualifier for post-season play.

Bill Maki passed out a document showing the \$750,000 athletics cuts. Dunn noted that the \$750,000 in cuts is faculty's concern. We are worried about the uncertainty of restructuring and whether we might lose more IFO positions in one scenario or another.

Hockey needs to be more self-sustaining. What consideration has been given to restructuring administrative costs? VP Maki is looking at an NCAA enhancement grant. He commented that we are light in administrative costs in athletics compared to other MNSCU universities.

Submitted by Marsha Driscoll

Part II, Susan Hauser as recorder
5:00 PM, mid hockey discussion:

1. VP Maki parsed a handout on the events center proposed lease. He noted that the proposed contract is highly favorable to the university. Feedback has been sought and received from several quarters regarding the lease and there is general agreement that it is, in deed favorable for us, including the actual leasing fee. Quistgaard noted that MnSCU has been consulted along the way. Issues regarding the "second sheet of ice" were also discussed; options are being considered.
2. VP Maki gave a budget update including revenue projections, enrollment efforts and projections, and the allocation formula.

3. Enrollment update by VP Lisa Erwin: commitments at the moment are even with last year; there are strong indications for increased enrollment for fall.
4. Office of Internal Auditing Annual Report Fiscal Year 2007: the critical problematic finding was with separation of duties. VP Maki had promised resolution by January 1, 2008; that has been accomplished (two people were recording faculty loads; one person is doing it now).
5. Continuity of Operations Procedures (COOP) was reviewed by Provost Frederickson, including review of deadlines for COOP plan. The plan was taken to academic chairs at the January Academic Chairs Forum. Goal is to have information collected by the end of February. It is anticipated that it will take two to three hours to complete the forms. VP Maki reviewed other related concerns, including a test for the Informer emergency phone and e-mail system, and the process of reporting a recent threat to the campus.
6. Keyless entry regarding data collection: VP Maki noted that no data is gathered during open hours for buildings, when buildings are unlocked. Data will be kept for entry through locked doors; it will not be utilized except in the case of need related to security events. The only data on the card is ownership of the card. Mr. Maki will find out how long data is kept. Policies regarding who has access to the data will be the same as for campus security cameras.
7. MOA for departmental reconstitution time line request: Dr. Frederickson noted assumptions and possibilities related to reorganization. We are in a very tight time line now. She wonders if the BSUFA will support an MOA that would allow more time for conversation, if that becomes necessary. Dunn noted that the need for faculty to know what the structure will be in the fall must be weighed against the time needed for restructuring. Dunn also noted that the decision on an MOA can be made after the Senate meeting next Monday.

Frederickson expressed concern regarding the time line. The Executive Committee caucused. Dunn reported that at the M & C on the 30th Provost Frederickson can ask for an MOA which can be turned around at the Senate meeting the following week, as we do not need to utilize the ten days available for consideration.

It was agreed that the time needed for consultation will be afforded the faculty and that the BSUFA will consider an MOA, if that is necessary, to provide additional time for consultation. In general it was agreed that both sides will work to make the time line work so that a plan is ready for implementation on March 1 (the contract deadline) or that additional time will be sought through an MOA.

8. CRI courses for academic credit: Provost Frederickson asked for additional information about the concern. She noted that CRI does Custom College credits with NTC. At Bemidji State, credit courses are offered through CEL. Non-credit courses are offered through NTC. Dunn will look into the source of the original concern.
9. Voluntary System of Accountability: Dunn reported that this might be a useful tool for the university and she asks that we initiate discussions about it. Drs. Erwin and Frederickson offered information on a related system.