

## Meet and Confer

Date: April 23, 2008

Present: Derek Webb, Deb Peterson, Marty Wolf, Chris Brown, Susan Hauser, Kathy Meyer, Elizabeth Dunn, Marsha Driscoll, Joann Fredrickson, Linda Gilsrud (first part of the meeting), Bob Griggs, and Jon Quistgaard, Lisa Erwin (last part of the meeting)

1. Confidentiality forms for searches as per last meeting: HR Director Linda Gilsrud began by presenting the statutory requirements in the Minnesota Data Practices Act. She found that we were engaged in practices that were not necessarily being followed. The forms are intended to be a reminder of the requirements for confidentiality by those who have access to information obtained during searches. For example, only those on the search committee are supposed to have access to the confidential data. This is intended to be for all searches, not only faculty. If there are committees that have not been covered, the forms are supposed to be given out and signed. Linda will attempt to follow through with any failures to use these. There are clearly some additional, logistical issues that need to be addressed. This is a Minnesota legal requirement, not a national one. The signature means only that the person has read the material. The university gets some protection by asking for the signatures as evidence that the appropriate procedures are followed. There are still some concerns that this is not the national practice and this, in fact, inhibits some of the important parts of the process of hiring. We of course understand that we must comply with Minnesota law. Because this is a new practice it may require some legal consultation, the BSUFA will send the memo downstate for an interpretation.

2. Affirmative Action and HR duties currently are combined in the office of the HR Director because of personnel changes. The conflict of interest that may exist is the case of a faculty person who has been through a disciplinary hearing that included the HR Director and then needs to make a general harassment complaint to the AA officer (the same person). Dr. Quistgaard reported that there is a current search in process to find a new AA officer. Hopefully we will have a new AA officer before the summer school. In the meantime, there will be a separate, (possibly off-campus) individual who is not previously involved in the disciplinary action appointed on an ad hoc basis to act as the AA office in a case like this. This substitute person will be selected in consultation with the BSUFA. We will monitor this situation closely.

3. As per Article 21 Section E, of the contract: There has been a request for the extension of the fixed term position for DeLite. The education department agreed that they did want this action taken. The position will be extended. See previous notes (April 8) for additional details.

4. PDP, annual reports, tenure, promotion application, and sabbatical application due dates for 2008-09 are very similar to those used during 07-08. The changes are minor and will be made with no difficulty. The overall pattern of due dates still needs to be reviewed with some suggestion that the review and the plan not have such a gap between them. The problem is that faculty need an obvious way to record work that is

accomplished between the time the report is given and the next time a PDP is due. BSUFA will work with Dr. Fredrickson on this issue.

5. Moorhead is proposing a work-around policy to allow resident international students to take more on-line courses than is allowed by federal law. Moorhead says that Bemidji thought up the idea of meeting more frequently for face to face times with the faculty. The federal government doesn't want students taking only on-line courses and then wandering around without being on campus. Bob Griggs was not aware of such a plan. Dr. Dunn will send the Moorhead plan to the administration. The BSUFA doesn't want to have these classes being counted as CEL while requiring a lot of face to face faculty time.

6. The establishment of a Diversity Group has come to the attention of the executive committee. Dr. Quistgaard asked Lisa Erwin to put together a Diversity Group Task Force to identify the campus needs, issues, and opportunities. This will come to meet and confer when Lisa Erwin comes back with recommendations re. the structure and membership.

7. People and the Environment FTE reviews by Geology show only ½ of real FTEs being credited to their department in the data book. The BSUFA wonders if those departments who contribute to P&E may be losing the benefits of the full count of the FTEs. This will be referred to the new academic data group. Dr. Fredrickson will also meet with Ivan Weir and try to clarify what has happened.

8. Budget update was postponed because Bill Maki was downstate attempting to change the funding formula used to calculate our MNSCU funding. A rousing round of support for this effort was given.

9. No new information on athletic restructuring.

10. No new information on lease negotiation for the event center.

11. Search update: One fixed term for 2 sabbaticals in Phys Ed, Health & Sport. A fixed term will be filled for Business to replace Rod Henry. A full-time, probationary, replacement for a professor of education, who will be doing a phased retirement, with the position beginning before the retirement is complete. Visual Arts will have 2 replacement probationary track positions. History will have a fixed term to replace Elizabeth Dunn while she works on the HLC self study.

12. Majors to minors: Theater, German, and Economics have been reviewed and there are decisions on 2 of the 3. The decision to continue the Theater major was the result of the many changes and reviews the department completed this year. The Provost expressed her appreciation of the hard work of that department. That change is now off the table. German and the CAL Dean are discussing changes to the German major and have made good progress. One position that is currently double rostered in German and English will be single rostered in English, once vacated by the current faculty member.

See the Provost's memo. These conversations are continuing. The academic administration is supportive of departmental efforts. There will be continued conversation with the Department of Economics. The new departmental configurations may possibly allow for the viability of an economics major. The administration is asking that this discussion and assessment continue.

13. The issues of college reorganization were reviewed by Dr. Quistgaard. The reorganization plans have been discussed long and hard, including the Senate vote against reorganization on Monday. He intends that reorganization will go forward as planned and with the stated timelines. There still need to be discussions on departmental redefinition and the administration will carry those discussions into the fall. He wants an evaluation/ assessment plan put together to result in a comprehensive assessment in five years. He is directing the Provost to proceed with the plan, with more time for departmental reconfigurations (though still to take effect March 1, 2009), and with a comprehensive assessment plan for the next 5 years. We will be moving to the Arts and Sciences model. There needs to be a new name for College 3. We are a university of Arts and Sciences with select professional programs and this new structure will reflect that.

Elizabeth Dunn requested/urged faculty consultation as we move into implementation. The deans should consult with their faculty to identify places for the various offices. The faculty will participate in composing the descriptions for the dean positions and associate dean. The faculty should help decide the college names. Dr. Dunn suggested that Senate form a faculty implementation team. The Executive Council will take considerations like this back to the Senate. The faculty should also be involved in the assessment, possibly with university-wide assessment and academic assessment committees. There will be a number of goals related to the reorganization. This will probably include looking at the academic master plan.

15. Additional questions regarding departmental reconstitution will move to the fall to allow more discussion and creative discussion. The memo from Dr. Quistgaard will also include a memo from Dr. Fredrickson regarding departmental challenges. The memo will be sent to the BSUFA office within a day or two.

11. Positions update: The library probationary track position will be returned from MSUAASF to IFO with the library placed under the supervision of Bob Griggs. The Dean of Arts and Sciences will be Nancy Erickson. The other two interim deans will continue to serve and the national search for permanent deans will start in fall, 2008. The associate dean search will be started this spring, with the position to start as soon as the individual is ready.

16. Senate will put out a call for Futures Council members as soon as the rules committee has completed its committee restructuring process.

17. May meet and confer will be held on campus and then a dinner, place to be announced.

18. Bob Griggs announced that D2L updates will occur during the first week of summer school. Julie Adams will have some training sessions. There are no major changes, but there are some minor, interface changes that people will need to learn. There is some concern that purging the discussion threads from 2006 may hurt with HLC assessment processes.

19. A new software company is coming to Bemidji because of our great Computer Science program and Marty Wolf's good sales job!!

20. Our participation in the VSA self-assessment will include webinars.

21. Our HLC visit has now been rescheduled to the spring of 2010.