

BSUFA Meet and Confer Minutes
Upper Union • 1 April Mar 2009
4:00 pm

Attending: Quistgaard, Erickson, Maki, Linda Gilsrud, Bob Griggs, Brown, Wolf, Ueland, Peterson, Smith, McManus, Leif, Cutler, Morgan (recorder)

Updates

- Are you considering retrenchment? No
- Are any faculty currently under investigation? No

Enrollment update

Quistgaard: Little change since last week. We've had another successful freshman enrollment program. We're pretty positive.

Facilities update

Maki: Sattgast Project. We are working with faculty to move to Sattgast in spring. Guilfoile is having discussions with faculty concerning how many days it will take. The legislature hasn't passed a bonding bill yet, so we're waiting to get moving on other projects.

Positions update

Erickson distributed positions. They have opened a History fixed term backfill, a fixed term from Music, and two DElite positions.

Cutler: The Bemidji Pioneer listed three positions for DElite Sunday and Monday. That's four total.

Erickson: Let me check.

Brown: Any progress on holds?

Erickson: No. We'll inform you as we develop the budget.

Brown: Did we get the criteria for reassign time?

Erickson: If you don't have it I can send it to you.

Brown: The longer we wait on on these pauses, the harder it is going to be to fill them.

Erickson: I agree.

Legislative update

The Clery Act

Brown: A point of information: The IFO would like to deal with Clery Act downstate.

Brown: Any update on MOA for Early Incentive?

Erickson: Language is being worked on.

On releasing names of candidates

Erickson distributed reference as to when candidate names can be released:

Erickson: When we select them as finalists their name can be released.

Quistgaard: When the finalist agrees.

Brown: Ok. This is our understanding.

Draft calendars

Brown: We have copies of this draft of the calendar. Time is of the essence. We want to have time for faculty to respond.

Wolf: I'm growing concerned about how early the first day of class is becoming. Fall semester now start two weeks before Labor Day, and that places a burden on parents and students who are parents with day care. I wonder if there's anything the Administration can do to push that start date further along. MnSCU policy sets completion of grading before Christmas Eve. Is there something we can do to look at the start and end policy?

Quistgaard: This probably has to go to statewide meet and confer

Brown: Yes, and we want to work together on this.

Leif: Early starts also mean running air conditioning for the first part of the semester. Our students need jobs and need a late start.

Quistgaard: If you can get some agreement with statewide M&C this might move.

Students are concerned that all the institutions don't have same instructional days.

Brown: Well, that's a statewide group. We could break out the two-year and four-year schools.

Quistgaard: I get the opportunity to hear this concern from statewide students to align starts, finals, and instructional days. We'll work together on this one.

Risk Management: Driving Records Checks

Maki: Two parts to update. Initially, students under the age of 21 could not drive out of state. We stopped that practice immediately. The state has found insurance so they can now. The second part: Starting 1 July, 2009, faculty will need to have a driving records check to use a rental or BSU car. Faculty taking personal vehicles won't require the check. MnSCU has never been responsible for insurance on private vehicles.

Brown: Is there any interest in hiring a fleet of drivers?

M: ...

Smith: So having a valid drivers license is not considered fit?

Maki: No.

Smith: Are the guidelines published?

Maki: On the MDV site.

Wolf: If the state deems me too high of a risk, how do I get to where I want to go?

Gilsrud: It's only when there are serious problems like DWI that it's a problem. We don't think that's going to happen

Wolf: But we want to know what will happen. How do I get my job done?

Gilsrud: ...

Wolf: If I have to use a personal vehicle, will I get the higher rate?

Gilsrud: We don't know yet

Maki: The assumption is that all checks have been acceptable.

Quistgaard: We don't receive information about being checked out.

Brown: That's even scarier.

Parking Rates

Maki: We're proposing raising rates 3% across the board. We raised the G2 rates last year. We're also proposing removing the 100 PE slots we offered at lower rates. These will be standard G2 rates.

Smith: What about summer and meters?

Maki: Meters are enforced 24/7. It isn't a new policy, but it might have been policed heavier this year.

Smith: In the past meter spots haven't been ticketed after 4:30 and during theatre attendance. Last week, all the meters were ticked. Visitors would have had to leave the play to feed the meters.

Brown: We heard that this was a new policy.

Maki: It's not a new one. We only have one or two people working on the weekend, so some might get away with it.

Smith: Is it really necessary to ticket people at the theatre?

Maki: But isn't there value in parking close?

Smith: But that isn't our culture. That isn't how we treat guests.

Faculty Engagement Survey

Gilsrud presented the details of last fall's Faculty Engagement Survey. HRC wants to include the survey results in their report. The survey addressed faculty perception of management.

Gilsrud: We didn't tell you who to think of as senior management. We let you imagine who your managers were.

Gilsrud: We're trying to focus improvement in the work environment and to encourage bargaining groups to look at results and suggest improvements.

Gilsrud summarized the first set of PPT slides, covering the baselines and nine drivers, and outlined the Good News! We got a B-, which is higher than some organizations.

Gilsrud: We are asking bargaining groups for help in addressing the yellow drivers: Trust in senior leadership and Development opportunities. We're asking the bargaining groups to look at areas of concern and give the administration ideas about how to use the results. That is what HLC is looking for, too. To close the circle.

Gilsrud: We will be doing inservice for managers to develop skills to become more engaging, for leaders who are interested. This is an opportunity for faculty involvement. We want to move towards is the highest level of engagement.

Quistgaard: We hope to bring in more inservice opportunities from time to time.

Advances in 65\$ per credit operating guidelines

Griggs distributed a memo proposing limiting faculty to teaching 100 students over the 12 credit load, starting spring 2010.

Griggs: We're appreciative in CEL for faculty doing this kind of work. We've grown and want to make sure DE is a good learning experience. So were setting guidelines limiting students in sections. The guidelines address the limits in teaching in over and above a full teaching load. With HLC around the corner, it's appropriate to look at the guidelines now. I'd like to see more courses shifted over to load, and I would like to see additional, tenure track faculty offer these courses.

Brown: There are going to be some issues. If quality is maintained, why can't faculty

teach above the limit here?

Wolf: Have you done any research on how many students faculty can handle?

Griggs: We have a few teachers over the load. The majority of faculty are below the 100 limit.

Brown: Could we get the figurers for enrollment to see how this is panning out?

Ueland: Why 100? And if this is a limit, why not have the same limit for on campus courses?

Griggs: The 100 is in addition to a full time teaching load. We developed the limit of 100 to address the teaching mode in discussion with faculty teaching the courses. We're very concerned with what Chris is concerned with in student potential and interest. It's a high limit, but seems to be a reasonable load.

Brown: Based on faculty concerns, we should be looking the same limits for campus courses.

Griggs: The limit of 100 is based on the delivery mode.

Leif: Was there a consensus that 20 sections of 5 students was the same as 1 section of 100 students?

Griggs: Different departments had different rationales for setting the limit. There was not uniform consensus. I'd like to start meeting with departments. This is effective spring 2010, so we have time to talk more.

Brown: I understand that DE challenges, but I would suggest that asynchronous courses would be able to manage more students than synchronous.

Griggs: There was some concern about faculty running so many.

Cutler: Before, someone could offers many classes with 1 or 2 students, then take on others. Now you're suggesting you can only offer 12 credits.

Griggs: That's right.

Cutler: Who offers the 65\$?

Griggs: The department.

Search committees attendance

Brown: Our understanding is that search committee members were expected to commit to the search. We were even told that members who miss one candidate would be taken off the committee. We would like to see consistency in hires, so this is a heads up for dean searches.

Early graduation

Brown: We have students coming forward with a request for finals early or grades early. Anything to this?

Smith: We heard that if a student completes coursework they can apply for graduation early. This is mainly coming from students who are looking at licensure.

Erickson: This comes into conflict with the finals policy. Finals are not to be given early. I will ask about this. There has been no change in policy.

Sabbatical Replacements

Brown: Departments are being told they are not getting backfill and so are being told to cut classes. This seems like a bad idea when we're trying to maintain enrollment. We

have some concern that faculty being guilted into not taking sabbaticals.

Erickson: Backfill is different across departments, but sabbaticals should not cut into programs.

Cutler: We have students who have to finish their licensure. We're concerned about impeding progress.

Summer Money

Brown: Are there plans to release summer money?

Leif: Are there plans not to?

Quistgaard: No decisions have been made on that yet.

Ueland: We have the same questions for equipment money.

Smith: We rely on summer school money to hire our student teaching secretary for summer. Summer school money isn't just for fluff. We have been using it to fund programmatic needs over the years - even though we have been cautioned not to.

Brown: Holding off on decisions is having an impact on departments for planning and seed money.

Erickson: We understand.

Budget Target Proposals

Maki distributed University Budget Reduction Target Proposals for fiscal 2010 - 2011, March 2009.

Quistgaard: The situation is externally imposed. Here are the assumptions we used: We have to reduce budget by \$2m, and be totally balanced in two years. In June, I have to submit a budget. We're expecting to see a 10% reduction for next year. The Board has not made any suggestion about tuition, but we have been told to plan on a 4% tuition increase. We're assuming a salary freeze across all the bargaining units. As for the stimulus money: We're assuming something is coming to the institution, probably used to buy down tuition increases and operational costs. The stimulus money is one time money. It goes away at the end of year two. There will be a \$27m deficit even after the stimulus. In 2012, we can expect the state to have a \$6b deficit. It's difficult situation, but we have to move forward.

Quistgaard: With that, we propose targets (proposal distributed). It's disappointing to see the state cut higher education at a time when we need to be developing that resource. But our priorities will be based on our strategic plan: We will continue to provide access and opportunity. We will continue to engage our community. We will continue to focus on innovation, such as what we might do to reduce our energy costs. And we will have to put our resources where we think they will do best according to our mission. There will be disagreement, but we have to think strategically.

We have not even seen the tip of what competition for students is going to be like. Retention and recruitment are going to have to be a priority.

Referring to Proposed Program and Course Tuition Rates for FY 2010: Differential Tuition

Maki: Comments on the budget. This is the same budget of Mar 18th, but looking at differential tuition. Scenario #2 is what we think is most likely, which is carried out to 2011. We don't expect bargaining units will settle for more money in 2011. As one entity our allocation from MnSCU went down by 1.3%. We continue to lose ground against the two year schools that are growing rapidly in the Cities. We're planning for 4% because we don't have any official word on this.

Brown: Maybe the 2-year schools could be brought up to us?

Maki distributed a draft of program and courses under differential tuition for next year.

Maki: This has been worked on with chairs and deans. We're considering two new programs along with Nursing that would be differentially charged. It's justified given the technological need. the money differential tuition generates goes right back to the department.

Smith: How does a program or department justify differential tuition?

Maki: Charging a higher rate for these programs is in line with the market. The process we used is to go through the chairs and the deans in discussion with finance.

Brown: How were the chairs involved?

M: It started with discussions of chairs and course fees.

Morgan and Smith: We didn't hear a word from chairs or deans.

Erickson: It was only for courses that had extra fees.

Smith: Discussions of differential tuition was only done with some departments?

Erickson: No. We looked for departments with need

Brown: Faculty input was sought through chairs?

Maki: We're seeking faculty input here, with this proposal.

Quistgaard: We have to be careful and measured in market tuition. If you're interested in putting it forward we have to have a good rationale.

Morgan: What about access? If a department uses differential tuition to purchase hardware or software, can they prohibit students from other departments using it? Who provides tech support?

Maki: We should be able to allocate some of the tech fee to cover some of this.

Quistgaard: We haven't had a chance to work through every program yet. We're not done with this.

Morgan: I'm trying to find out what questions have been asked and what we need to look at.

Maki: We need to put closure to this in six weeks or so.

Brown: Are we going down a competitive path of "Our program is cheaper than yours"? We're already considered the highest priced university in MnSCU, so we could get into sticker shock.

Quistgaard: Other nursing programs are charging differential tuition. Ours is in line with those.

Maki: This is program specific revenue.

Leif: The extra revenue will lower our bottom line?

Maki: No. This makes up.

Quistgaard: This is a starting point. We want to make everyone aware that we need to move fees to differential tuition.

Maki: We had discussions with departments concerning how they wanted to charge.

Brown: You want feedback from us concerning differential tuition before June 1.

Maki: Yes.

Quistgaard: We can't do anything more than we've done so far.

Maki distributed a packet reviewing target proposals, reviewed the numbers and then opened for questions.

Maki: What we're looking at is not the plan but the targets we need to hit. These targets are proposed by divisional lines of authority and over two years to reach \$2m in permanent reduction. What we changed from the last cut: We moved from IPEDS to Divisional Lines of Authority. We isolated the university wide and fixed costs, leaving \$38.7m we can work with. The division is listed by percent at top of page 2. It might be good to use the stimulus money to reduce some fixed costs: eg: If we invest in VOIP we can save \$100K.

Ueland: So VPA has to lose 69% of \$1m?

Maki: Yes.

Ueland: Is this one year?

Maki: This is a permanent reduction by the start of 2011. Our goal is to have \$1.25 identified by next year.

Wolf: You suggested saving \$100K and such in permanent costs. How does that saving play into this?

Maki: If we find a way of saving more money, it will reduce other cuts.

Wolf: Is there some sort of plan for redistributing the wealth if savings?

Erickson: We can realize profits early and then put the money back in.

Q: We have had conversations

McManus: It's going to be difficult to respond to because we can't tell how this affects instruction.

Erickson: Right

Brown: Can the targets be done so break out instructional costs?

Maki: There are substantial costs that have to do with IFO costs that are not instructional.

Brown: Part of the ongoing frustration is that we don't want to become the variable expense.

Peterson: You had hoped to ID \$1.25m by the beginning of next year? By when will we know with more certainty how the cuts will come down.

Maki: At the beginning of this fiscal year.

Brown: We don't want surprises during the summer.

Quistgaard: We're going to be reworking the timeline. We'll bring these targets to the campus next week. We're trying to get the parties to state where the dollars are coming from before summer.

Ueland: How many faculty lines are we looking at?

Quistgaard: That will be the next piece.

Erickson: There isn't an equation.

Ueland: There has to be a discussion about that.

Quistgaard: that's the next question

McManus: The division seems very sensible. Is this the schema that you'll be using from

now on rather than IPEDS?

Maki: We'll still be looking at IPEDS to compare ourselves with other institutions.

Quistgaard: We think the second page is where the real resources are. The sooner we can get to an agreement that these are the targets, the sooner we can move to the next step.

Brown: We are concerned that instructional costs are taking a larger share.

Adjourned at 6:20 pm

Submitted, MC Morgan, Recorder