

BSUFA Meet and Confer Notes  
3 Mar and 24 Mar 2010  
4:30 pm

Attending: Quistgaard, Erickson, Erwin, Maki, Brown, Morgan, Ueland, Leif, Marek, Cutler, Smith

**Opening queries**

Brown: Are you considering retrenchment?

Erickson: not at this time

Brown: Are any faculty currently under investigation?

Erickson: No.

Dean Roger's brief on eliminating grad programs

Erickson: These were items to be discussed, not a formal context.

Ueland: A grad memo is a formal context, not a flight of fancy.

Erickson: Ok. I hear what you're saying.

Grad summer courses online only

Erickson: This decision came from the department. and was given to Rogers

Smith: That's not an accurate statement. There are face to face and online courses in competition.

Quistgaard: The reality is that there is face to face and online.

Smith: This did not come from the department

Gartrell: This wasn't brought to the department. It's happening by dissuasion and recommendation - fiat.

**Gartrell on Campus Childcare**

Tiffany is going to present progress report. We would all like a chance to look at the report, and would like to talk with no action.

Erwin: The budget cut is in place and was announced last May.

Gartrell: Do you have more detail?

Erwin: I announced the cuts in May and cut in July. We brought in a consultant to develop some options.

Quistgaard: the announcement of last May was the \$50k.

Erwin: There's an \$830k deficit

Gartrell: There have never been formal directives for who's going to cover what. We have to figure out how to deal with the deficits, and I want to develop this collegially.

Erwin: The problem is that we are coming into this late.

Gartrell: It's not clear to us why there had to be a cut.

Erwin: It's clear in the spreadsheet. To my mind this is clear.

Gartrell: I appreciate you being open on this. We'll wait for the report.

**Updates**

Enrollment update

E\win: We're slightly ahead in admits - 2 -3 %. A large number of faculty are working in AARR. For spring, our numbers held. We're 6% in the good. Fall to fall we're up.

#### Budget update

Maki distributed the projections. There's no change from 2 weeks ago. Revenue projection won't affect us until 2011. We expect to be cut to our 2006 level, so we'll get hit with \$400k reduction for this year. For 2012 and 2013, shortfall went to \$5.8b. We'll change our cuts as we hear more. A 7-1/2 % cut each year is the best case, up to 15%.

#### Facilities update

Maki: We updated to an ADA elevator in Bangsberg, and we've had a window project.

#### Positions update

AVP Erickson distributed a list of hiring statuses. The new positions come from the initiative funds in Nursing, and a position vacated last fall. Interviews are going ahead. Leif: There was an error in the position description.

Erickson: The first call was cancelled and it's going through again. It was nothing that happened in the Personnel office.

#### Legislative update

Maki: Bonding did not include Memorial or Maple. We're #27 o the list, and did not include the Hagg-Sauer acquisition. They are working on downsizing the bill. 550K to renovate Hagg-Sauer, and the same for NTC. We don't know if those will survive. We expect to get some HEPR money, maybe \$1.5m. That would be for heating issue at BSU. At NTC we have to make bathrooms ADA compliant. MnSCU has request an increase in bonding fund. If the cap is lifted, we are strong in moving forward in Birch, with a fall 2011 start.

Quistgaard: We're where we thought we would be

Erwin: Cedar is under review long term. There's nothing on the list right now.

We requested a list of faculty on nine-month contract, with beginning and end dates 2009-2010 and 2010-2011.

Brown: We're moving into a new calendar

Erickson: Everybody's on the same academic calendar.

Maki: Coaches are moving to them as their contract comes up

We requested list of adjuncts hired for fall, 2009; whether regular faculty were offered the courses first on an overload basis; and whether the reasons for the hiring fit one or more of the three permissible reasons for hiring adjuncts spelled out in Art. 21, Sec. E, Subd. 3(a).

Brown: We're starting to see the contract being followed

Erickson: I'll have to ask information to see if it's consistent.

#### Status of Dean Dunn and Dean Rogers

Brown: Are they on admin leave? Sabbaticals coming up?

Erickson: Dunn has taken posting, on 2 year administrative leave. Rogers is permanent,

and she's not on leave. There is no agreement for administrative leave for Guilfoile.  
Dean Dunn withdrew a request for sabbatical.

Quistgaard: Erickson withdrew her sabbatical request to help with transition. She will take her sabbatical in 2011 - 12, and then she will return to faculty for a year.

Brown: We want to not drop the ball so we can get good candidates for interims.

Quistgaard: A lot of these choices are up in the air.

Leif: When does Guilfoile's interim expire?

Erickson: I asked him to stay on for transition.

Leif: That search will open up in 2011 - 12. Any consideration on other finalists for next year?

Erickson: I'm behind his work. He leads assessment that is valuable, works on the cost study.

Quistgaard: The AVP doesn't have to defend Guilfoile's position.

Changed Dates of Promotion and Tenure

Erickson: The Dean said she encouraged faculty to get materials in by the earlier dates, not directed them to.

Cutler: That's not correct.

as of Mr 24

Brown: Was the dean informed about holding to dates?

Erickson: Yes

**from 24 Mar**

Quistgaard on HLC outcome

Quistgaard: Our goal was to achieve the 10 year accreditation - and we did that. We heard comments about areas and planning. And it's working and they acknowledged that. We came up with some sound budgeting practices. Planning is going to be important, and we are becoming a mission-driven institution. We have had to make some reductions but we have also made some investments. I was pleased with what we heard. The campus, students, and the community understand our mission. We've made strides in marketing, getting our image out there, telling our story. The visiting team left the campus with a sense that we are very student-focused. That's easy to talk about but hard to actually achieve. I'm please that they came away with evidence. Initiatives we took to get beyond MN are paying off now.

The HLC team saw that we made strides in technology and planning. We're not there yet, but we've made great strides. Made strides in our physical plant than 10 years ago. The feel of the campus is getting better. It's all in progress. We overbuilt in the 70s, so we're going to have to take down some things.

They shared with me that we should push the signature themes.

We have work to do with learning outcomes. The return team will expect every course and every program to have learning outcomes. We'll be using professional development

experiences to bring faculty up to scratch. There will be some things on our syllabi. We have to measure, and we have to close the loop by making changes according to measuring outcomes. This will apply in student development. We need streamline our 5 year program review. We need to start tomorrow. Three years comes quickly.

We aren't going to be delivering things as we used to. We don't have the money. We'll have to look at how we open buildings and what services we provide. It's going to be hard on students and parents and faculty.

Brown: We need to think about who to assign this to.

Erickson: From different committees?

Brown: Perhaps

Quistgaard: As we discuss what kind moves to make, we have to think about committees and process. We're going to have to make some choices.

Brown handed out recommendation from Gartrell on Campus Child Care.

Quistgaard: We are looking at more cost-effective ways of doing child care. Erwin reduced child care by \$50k last year. She's looking at options for how to handle child care.

Ueland: What were the rationale?

Erwin: All the decision rationales were in the Powerpoint I gave. We looked for where we had revenue coming in.

Erickson clarified distribution of summer school profits for 2010.

Erickson clarified that the Course Outline requested for the MnTC is material that went to Curriculum Committee.

Awarding a BSU Minor

We reported on the resolution by BSUFA Senate on 1 Feb 2010: To align the minor with the major, one-third of credits must come from BSU to be granted a minor from BSU.

NCHINs

Brown: Requested the class-by-class breakdown / department-level cost study and allocation data that Guilfoile compiled in pdf and live spreadsheet.

Erickson: We'll get that to you.

Erickson distributed the calendar changes and a proposal for changes to directorships to put in front of senate for response.

Morgan will forward Senate's Honors proposal to Erickson.

Contact hours issue

Brown: There are people who say we are supposed to be on campus 5 days a week. We were hoping that we can go along with contract.

Erickson: The issue is knowing where the practice is going on. It's a coordination

between chair, faculty, and dean.

Brown: There are times we are doing our duty but not on campus.

Erickson: We should have contact information.

Was there any managerial merit pay for 2009?

Quistgaard: None I'm aware of

Signature Themes Office not working with departments.

Erickson clarified who made the video that was run in conjunction with the Signature Themes presentation.

HLC costs

Maki distributed HLC costs as of 3/3.

Brown: There is new info being requested on CEL Course Form: Rationale for Offering Course. AVP Erickson wanted it - but does this question get at the data?

Webb: We have no idea what was wanted. What is the rationale for this?

Brown: We're looking for specificity in the question.

Cutler: The rationales are wide. Courses coming for this fall have not been put back out. What is the rationale for a dean to withhold a course?

Erickson: We needed to look at scheduling.

Cutler: We have already been asked for a 3 year plan. That's the scheduling.

Brown: Is this something that CEL could look at?

Webb: Seems like we need a broader university discussion on this. We've reached a point in online classes that we need to discuss this.

Erickson: I'll get back to Dean's Council to clarify.

Brown: Who is assessing the reorganization?

Erickson: How would you like assessed?

Quistgaard: You'll see some mention of that in the HLC report.

There has been another change in Travel and Development funds

Travel and Development is not reimbursing MN state tax when purchases are made on personal cards because alternative ways of purchasing exist. The alternative would be a PO written for \$.99. This makes an unnecessary constraint and delay on research, travel, and work.

Maki: We needed some definition on small cash purchase. We need to have a better exercise in judgement.

Morgan: Will that come back to the faculty?

Maki: Yes.

Maki: The problem is that we can't attach a tax exemption to personal credit card.

Move of Superlab and ITS

Brown: We would like to have more timely info so we can have input.

Erickson distributed a memo of 24 Mar

Ueland: The labs are not conducive to teaching. We request some input at redesigning them as classrooms.

#### Directorship Procedures

Brown: We haven't had chance to take these to Senate. We haven't had a Senate meeting since we got them.

Erickson: I will put out the calls so we can take care to things in the short term.

#### Course Outline for Students

Erickson: There's a bill going through legislature that deals with making outlines available to students.

Brown: It's coming up in downstate M&C.

Erwin: Course Outline info was sent to Donovan.

Brown: Forward that to me.

Erwin: There's a definition in policy.

#### FYE and Mary Ward

Brown: We should have faculty involved in that program, not only MAPE

Erickson: There's not funding for that position

Brown: Then that program might not go on.

Erickson: I believe the faculty are doing well. Mary is doing logistics. Faculty are selecting textbooks and setting learning objectives.

Brown: Faculty are not directly in oversight. We will take it through curriculum.

#### Meals for Hiring Candidates

Brown: How do we fund meals for candidates? We were advised a form would do it, and apparently it doesn't work.

Maki: We think we have a solution. We want to formalize it.

Webb: Could we have a written policy so we know the ball game?

Maki: Send it to us for now. We'll let the chairs know what rules are going in.

#### NTC and Speech

##### Morgan and Erickson

Morgan: A Speech adjunct was assigned an NTC-only speech course without being made aware of it. The issue is that the adjunct was not notified but found out accidentally.

Erickson: This is a communication issue.

Quistgaard: I'm trying to discourage NTC offering their own lib ed courses.

#### Consultant costs totals

2008 \$500118

2009 \$568211

2010 as of 3/3 - &550026

Erickson: What re the concerns?

Brown: Money. Are there areas for trimming? We want to be engaged in prioritizing

where money is being spent.

#### All-Univ Attendance Policy Statement

Erickson: We want to discuss whether this is a good idea. We would like to keep it as a topic for discussion. Whether it's useful, what issues there are. This is a conversation. Nothing's out there.

Brown: We'll take it under advisement.

HR and search committees: There are issues concerning prior consideration, and changing position descriptions. What's been accomplished towards resolving?

Brown: There have been changes. We advise the players get tougher to figure them out.

Erickson: And we'll be sure to keep everyone in the loop.

Brown: Prior consideration: There has been some inconsistency.

Erickson: The contract will be followed. If it fits an affirmative action.

Brown: If there's a problem, they will be working towards a balanced pool.

Erickson: The balance has to be in pool.

Brown: If there is not an affirmative action issue, that is the person who is advanced.

Erickson: And it will be advanced to HR.

Brown: If that person meets minimum requirements, that name goes forward? What worries me is that if a department decides to set aside a FT who meets the criteria for another person.

Erickson: I will get clarification.

Quistgaard: What is the question we're asking Linda Guilsrud?

Erickson: What is your interpretation of the prior consideration clause in the contract, and when does affirmative action come into play?

Erickson distributed timelines for next year.

Brown: We'll take it under advisement.

#### Process for Addressing the Budget

Erickson: I want to open the conversation for a process the BSUFA will be helpful in addressing 2012 and 2013 budgets. What kind of process, how we would get input, communicate, how will be assure transparency ...

Brown: We will take it to Senate to see what they want to do. They might like to put together an ad hoc committee.

Erickson: If it's a matter of issues of programs, can I sit on it?

Brown: Yes.

Quistgaard: We're taking this to all the bargaining units. Once we get through\ the budget and HLC to get some common knowledge and orientation coming. We want to get it by spring

Brown: Yes. We want an informed body for fruitful discussion. And we'll put it on the next Exec meeting.

Submitted,

M C Morgan