

Meet and Confer Meeting Minutes

5/5/2010

Present:, C. Brown, S. Cutler, L. Irwin, N. Erickson, T. Gilbert, D. Leif, B. Maki, K. Marek, J. Quistgaard, K. Smith, J. Ueland, D. Webb,

1. Opening questions

- a. Retrenchment: not at this time
- b. Faculty under investigation: yes
- c. Reports: Erickson supplied reports for 9 month hires, faculty overload, adjuncts, and directors. No record of faculty member being asked to teach overload then having the request being rescinded. Brown: so are department notes not keeping track of faculty being offered? Erickson: Well no. understanding is that's not a part of the department notes. Smith: So you're saying that no faculty offered has been offered overload and then taken away? Erickson: No, I don't have a record. No record of it. Quistgaard: It may have happened, but there's no record. And we can't talk about grievance until finding given. Brown: There are more occurrences now repeating, and these are rolling into more grievance. Erickson: Our interpretation is different than union. Quistgaard: Nancy, you're not saying there is more going on? Erickson: No, no more. Smith: There are more occurring, though.

2. Updates:

- a. Enrollment: Quistgaard: The information holds from last meeting. We are encouraged by enrollments. We are also encouraged by transfers, but softer. Summer enrollment shows more online enrollments than on campus. Lisa (later in the meeting): enrollment is up 10% for summer and 14% for fall. Housing is up up 8%. The first 4 AIRs is filled; the 5th almost filled. The trend in summer is more pronounced than previously; The undergraduates on campus are 7% down; off campus enrollment is up 28%, Graduate enrollment on campus down 32%;and off campus is up 4%

Lief: May classes have been cancelled based on enrollment. Since last year, cancellations are being cut by course. They used to be cancelled by by department. Are matches affected when classes are cut out because of lower enrollment? Are we cutting profitable courses? Maki; We match on 2 year lag. We don't have a match for this year. The cutting is based on actual tuition, not on the match. We won't know match for this summer until 2013 and the match is not on a 1-1 basis. It's based on increments. If we aren't efficient in allocation model, the match may not help us. Brown: In the past larger classes off set smaller classes. Erickson: another strategy is combining of courses. But now we are breaking even, and offering classes is almost entirely tuition driven. We may offer classes that students have to have to get through, but this is an exception. Is class breaking even? Maki: the match is irrelevant, because of time lag. Should but 140% or

higher rather than just enrollment. Brown: Are we looking at alternative reason to determine who will teach (e.g., cost)? . .

- b. Budget: Maki: We don't know if today's meeting impact meals for seniors, or anything else. We won't know what will happen until legislature meets. No changes in other budget issues since the faculty meeting.
 - c. Facilities: nothing new
 - d. Positions: Erickson gave the list of positions. Erickson: English/speech: on hold at this point; nursing had a failed search; Brown: Are these fixed term? Erickson: Social work assistant under discussion on hold. The new lines are moved into fixed term. Three searches for nursing, one has been changed to fixed term. Irvin: Kelly Stable just hired.
 - e. Legislative: Quistgaard: the governor vetoed the Minnesota Transfer, but there is a 2nd reading occurring soon. Watch for language in 2nd reading of the board.
 - f. CAS search: Presently in negotiations. An offer is out there. This is not a failed search.
 - g. Presidential search: The candidates have a phone meeting with the chancellor this week. Brown: I talked with B. Boze this afternoon re regarding the meeting with the chancellor. Quistgaard: The new president will be named on 5/20/10 at the board meeting and will be presented on campus on the 5/21/10.
 - h. Retirement/promotion/etc: Brown: what about retirements and promotions. Quistgaard: 6/14 is the contractual date, but I'm working on them.
 - i. Sabbaticals: Dr. Jan Guggenheimer will be on sabbatical, and that position will be back filled. Larry Hennis has been appoint4d the director for the year.
3. Tuition differential: Maki has sent the board policy and form. This is reviewed every other year so have documentation. Maki will send the policy to Gilbertson this fall for distribution.
 4. Fundraising: Brown: The senate believes the prohibition affects Category 5 in the PDP. Quistgaard: if anyone has questions about what we can and can't do on university time or university monies, call him. He'll contact general counsel to find the answer. Leif: What about Haiti? Was this against the policy? Quistgaard: The fundraising was appropriate for the students based on social work club. But someone may raise the issues, so be careful. Smith: what about United Way? Quistgaard: That could be a problem. Ueland: But this is a stated goal for Criteria 5. Erickson: It has to do with using state resources to raise moneys. Quistgaard: If anyone has questions, get it in writing, and they'll get a ruling. Brown: We need something in place that allows us to use computers for. . . Smith: Is there something in contract for changes in area 5?

Brown: Can policy be in violation of the law? Quistgaard: It is contractual, so there are no changes in contract. Just use common sense.

5. Introduction of new BSUAF executive members. They will begin on August 17th. Brown will stay in the president's position until 8/16/10.
6. Reports (see above)
7. MTC: Erickson: Where are the senators on this? I have info from Bud and from Dave/Wendy. Brown: The basic plan is to provide an intention of what will be done and carry it out next year through the curriculum committee.
8. Dropped courses: Erickson: I've sent out the draft copy of process for dropping classes to the department chairs. Smith: So the list of list of courses has been sent to department? Erickson: perhaps 2 weeks ago. I brought it department chair meetings. It was complicated because it needed to come to M/C, but it needed to be sent to department because of the end of the year. If it can't be handled through the summer, will be continued in fall. Brown: We should get from the chairs and faculty will vet? Erickson: I certainly hope that chairs give it to faculty rather than chairs not doing it by themselves. Should these changes go through curriculum committee or can the department just identify classes so that they can be deleted. It is the same list of 5 year courses, with another year listed. Smith: in Education, the issue of dropping classes has not been brought up at all. We are not meeting any more until fall. There are a number of classes that have not been taught for several years, and I'd hate to see them summarily drop because there is no discussion in department. Ueland: The faculty very concerned that classes just dropped without discussion. We want a commitment to redress this in the fall and pick it up in the fall. Erickson: The conversation was launched a while ago, and at end of the term. Smith: We want a commitment that we would do in fall. Erickson: I just did that. This is an internal issues, not a request from MNCSCU. I would ask chair. If you're not meeting as a group then won't happen until fall. Brown: Chairs can't make final decision? Erickson: No. Lief: We have courses not being taught, and being beaten over the head because the classes are in the catalog and not taught. Quistgaard: You need to set time line to finish this: perhaps 10/1/10 or 9/15/10.
9. Summer meet and confer: Brown: What about summer? Will we have a m/c? Quistgaard: wait until new president comes, and see what that person wants.
10. 60/120: Quistgaard: The date to do this is 6/30/2010 in legislation and Dave says no programs that shouldn't be able to come under 60/120, but need formal okay from BSUAF. We will need to discuss it. Webb: There is a formal motion from Senate **-MIKE, GET FORMAL MOTION AND FORWARD TO Erickson.** Lief: Will this affect our budget with the reduction of credits? Erickson: We have not run any numbers. Dave has assured me that no one graduates with only 128 credits, so we won't know effect. Lief: when does this go into effect? Erickson: We will need to look at it. Lief: which catalog? Erickson: We will get information on dates. Marek: Dave indicated

AA kicking in this year and BS in 2011. Erickson: There were fewer waivers send in than indicated earlier. The overlap helped to accommodate.

11. Student Senate Smoke free Policy Proposal: presented by Irwin. Proposal attached. Irwin: Student Senate realizes there needs to be a Campus discussion/conversation, although the idea may be valid. They also want the campus to be tobacco free? Where would the border for this be? We want to engage campus. The border right now is 15 feet. Brown: what will the consequence be for smoking within the zone? Quistgaard: the first date (see handout) is very ambitious. This need to be in two parts—smoking, tobacco. The ban will not affect the Native American traditions.
12. Student Senate Printing Policy: This is based on environmental issues. Student senate wants a limit on the number of # sheets printed in lab. Irwin: reams of material printed and not picked up. Perhaps there needs to be a software policy, such as GoPrint. The students have expressed a concern about some materials to be printed for classes. For example, a student may be asked to print out 30 copies in a writing class so that all others can read. Brown: The policy impedes on the pedagogy from each faculty, but it's worth talking about and taking under advisement. Irwin: The amount of document and paper that travels through goes from paper to recycling. We need to recycle. Marek: what percent of labs have double sided print? Irwin: most of the newer ones do. Brown: Double sided printing has an impact on reading ability, unless heavier paper is used.
13. Other
 - a. Brown: will there be backfill for sabbaticals? Is there a large number of sabbaticals? Is there any way to insure backfill? Leif: there are 4 full classes off book b/c of sabbaticals. Erickson: this comes out of bottom dollars—the deans have to pay for extra dollars and backfill. There is no policy across all colleges. We may be able to combine into one section. Bring this up with the deans.
 - b. Cost study involving a cleaning assessment to determine how to staff different buildings. This will be going on during the summer. Has to do with filling the needs from the 4 people in the physical plan who took BESIs.
 - c. Use of classrooms for labs. Ueland: Is there a turf war between IT and labs? There were rooms scheduled for classes last year, and now these are not available. How are classes being scheduled? How are the rooms in the super lab being split? Does this serve best for students and instruction? Who's making schedules? Erickson: There's a meeting with library tech whose doing scheduling, who is making rooms available through Deputy. It needs to be done through academic affairs. IT wants to get out of scheduling. The difficulty is with classes which are signed up every day but only meet in the room

occasionally. Ueland: if one person schedules everything then the policy is clear. The library is not amenable to change.

- d. Child care (Marek): Irwin: We are in discussion with Bemidji Schools to partner in the childcare. This is a serious discussion, but the decisions are not final. The facility could remain here. We hope to have a discussion within the month.