

BSUFA Meet & Confer

September 21, 2011

Deputy 301A

4:00 p.m.

Present: K. Marek, J. Ueland, T. Fauchald, D. Narum, T. Gilbertson, D. Webb, R. Griggs, L. Gilsrud, R. Hanson, W. Maki, M. Ward. Guest: Michelle Frenzel.

BSUFA Items

1. Opening Inquiries
 - a) **Any faculty under investigation?** RG-yes.

2. **GASB #13 – (transfer of unfunded liability of TRA pensions to campuses)**

TG –Russ Stanton asked Exec. Committee to bring to M&C –Govt. accounting standard regarding unfunded liability of TRA

WM– may create concerns for campuses. It is addressed in financial statements, but not operational statements. Going up by 0.5% a year through 2014. Employee and employer both pay. Included in budget projections.

3. **Northwest Tech becoming a Community College-**

RH- still gathering information and considering how to proceed. Important to diversify their base and position. Wants BSU to develop articulation agreements. Understands faculty concerns.

TF- Discussed ISRS warehouse data with WM clarifying the numbers (2011 is unadjusted).

RG-7 institutions are down in enrollment (mostly rural areas). Will be an ongoing discussion.

4. **NTC/BSU School of Nursing**

RH-currently helping NTC with accreditation and considering administration needs. A lot of work ahead.

TG-This isn't part of the move to become a Community College?

RH- No.

JU-Are you planning to put them under the umbrella of existing college?

RH-No. Will continue a separate identity. BSU considering masters of nursing.

TF suggestion-one way to pay is removing the reassign time.

5. **Program and roster changes –**

TG-Any movement?

RG- Areas Visual Arts & Tech. Studies and Phis Ed. Department redefinition-but nothing new.

6. **President's work plan initiatives (work groups)**

TG-Lists were forwarded of self-nominations.

RH- Happy with the participation.

TG asked about timelines?

RH-The chairs will begin calling meetings.

7. **Spring online budgets for colleges**

RG-Budget was allocated to colleges via 2010/11 budgets – The president has indicated that a flat budget like that is a no growth model. Working on supplying supplemental, flexible funding to be used to grow enrollment. Long term-conversations about how to address-one approach is using 11/12 enrollment to fund next year. Possibly increase by a fixed number like 5%, but that is in the works.

TF-Admission policy needs to be looked at –students unhappy that classes were closed even though people had been admitted to program.

TG-maybe needs better admissions and programs.

RH-Communication needs to improve. Freshmen are priority. Admission to the university does not guarantee admission into the program.

TF-For-profit institutions are in trouble so people are looking at online. Distance Minnesota will also be a factor.

RH- suggested to Bob that there may need to be a conversation between dept. chairs and admissions. Bob will address later in “wait listing”

DW-News on summer funding?-Neither Bob or Bill anticipate changes.

8. **Faculty on sabbatical-**

TG-Three faculty returning to positions that have been eliminated but only one is listed as retrenched?

RG- One position is retrenched, not returning after sabbatical. The other two positions are listed as anticipated retirement so they do come back.

TG-Faculty recently granted tenure – are they eligible for sabbatical?

RH- thinks they should apply for sabbatical.

LG-Sabbatical is affective May 2012.

9. **New humanities position**

RG -clarification –there is no new humanities position. Exploratory conversation due to recalibration next year. Very preliminary conversation to advocate for Academic Affairs to align resources concerning recalibration. Questions to address: Will there be financial resources and when can they move forward and what will be the rationale?

10. **Contracting out faculty email to Microsoft –**

TG-Faculty have concerns about contracting out to Microsoft. JU concern about faculty emails and Microsoft Live and data drudging.

RG- Has spoken with Interim ITS director -There are no plans to have it contracted out. If moved from GroupWise to Outlook –it will remain campus hosted.

11. **Comments regarding Education Department**

RH- BOT raises questions and concerns but feels BSU is moving toward being on track.

12. **Partial duty day MOA**

TG-For purposes of communication- plans are in place to resolve with MOA.

13. **Clery Act**

TG-Federal Statute pertaining to security reporting- requested information on the process of identifying and informing.

WM –Explained these are people with identified responsibilities for campus. Also includes anyone listed as advisor as student club or organization.

TG-are those people notified that advising for a club requires this?

WM- Turnout for training and information hasn't been good.

TG- requested list.

14. **Other**

Administration Items

1. **List of adjunct hires (rationale)**

RG-attached list of adjunct hires-current as of Aug. 30.

2. **2012 Summer Schedule**

RG-looking for input-DW and KM provided input and Bob asked Troy to encourage other faculty to get back to him with feedback. Deadline for course input-is October 10th.

TG-will remind Senate.

RG-Hopes that Academic Calendar Committee will fold in summer when considering future calendars.

3. **Process to implement move to 120 credit BS degree-**

Michelle Frenzel –MnSCU has asked BSU to be at 120 by July 2012. Proposal (Attached) –Michelle explained the waiver process. As of Dec. 31, 2011 students will only need 120 to graduate in May - No BSU programs needed waivers.

JU-how many programs were affected or not in compliance? Michelle – BSU programs are all now in compliance. Item will be forwarded to Curriculum Committee for approval.

4. **Registration windows –VISITING STUDENTS section – Proposal: (Attached)**

TF-thinks it's a good idea. High demand can be defined locally. Can protect seats for our own students. TG will bring to Senate-for October

5. **Wait listing –Concern from faculty of students asking for capacity to be raised. See**

(Attachment.) Bugs have been worked out. "Waitlist" is now an available working option but need faculty feedback.

KM-Manual override?

Michelle -This would be a problem.

KM -questions-clarification-if student miss the notification they will be booted off the list.

Michelle-The waitlist process is shut off by/after the first day of class.

DW-how is that enforced-prefixes, etc.

Michelle-would like it to be consistent.

KM additional questions and clarification.

TF requested Michelle address Senate if needed.

6. **Distance Minnesota collaborative –**

RG-trying to provide Distance Minnesota students more opportunities at BSU without creating overlap. Distance Minnesota would update articulation agreements for two plus two. The collaboration would to bring students into BSU.

TF-suggested working with the departmental CEL coordinators on Distance Minnesota.

7. **Update of Clerical Utilization & Deployment Study-**

LG-Requested to move forward with four recommendations from the task force. 1. Seasonal workers. 2. Create plan to move forward with administrative support center. 3. Centralizing purchasing 4. Look at a plan for clerical staff development. TF Questions –Would central purchasing be a new position?

LG-No-

RH-not sure how to operationalize that yet.

8. **Carry Forward Policy – implementation date-**

WM- moving forward on the process. Plan to implement 50/50 carry forward will be affective at end of fiscal year 2012. I.E. July 1 2012.

TG-Will notify Senate

9. **Proposed revision to Grade Challenge policy-**

MW-Grade change policy needs to be revised for verbiage. Problem- student challenges grade and faculty has left campus- would like to update policy so that department chair can make decision in such cases. Would like faculty feedback.

10. **Request for union reassignment –**

MW –Faculty requesting reassignment from IFO to MAPE.

TG-Asked for request in writing-will consult with downstate IFO.

11. **IFO early retirement notice deadline -5pm Monday October 17th since Oct. 15th is a Saturday.**

12. **19 B funding**

WM – Would like to go on record as to status of 19B funding. Typically when negotiations pending an almost automatic agreement to extend funding. But this is a new environment of contractual negotiations. MnSCU Board of Trustees through the Chancellor. There is almost 5million still in unused funding. Still attempting to get an

agreement done, but emphasizes it is not an individual institution issue, it is a MnSCU issue.

JU-The chancellor is on record stating that he does not want to cut 19b funding.

Conference deadlines are coming up and faculty PDPs are affected. Explained that there is an MOA on the table and asked Pres. Hanson to encourage the Chancellor to accept it.

RH- Will speak to the Chancellor in support of the MOA.

TG –Requested an official memo about existing 19b funds so he can distribute.

JU-wanted to clarify that the memo is not mandating how to spend existing funds.

13. **Code of Conduct**

WM-addressed the Code of Conduct and encouraged training. Administration will be bringing this to all units. RH- added that problems need to be addressed- please remind people about the Code of Conduct.

TF-asked Bill to also send out a link in the email reminder - where the Code of Conduct link is located on the website.

TG- Will notify Senate

14. Other

15. Adjourned 5:45

Correction note from Aug. 24 M & C:

“LIBRARY CHANGE IN OPERATING HOURS- Operational FYI. GAs are being used to cover more hours (*should read ‘earlier’ instead of ‘more’*) so they need to hold to the hours limit.”

Next Meeting Date:

October 5, 2011 – 4 pm – Deputy 301A