

MEET AND CONFER MINUTES

August 29, 2012

Page 1

Present: Hanson, Tadlock, Gilsrud, Griggs, Maki, Brown, Frost, Murray, Marek, Peterson, Ueland.

Rob Bollinger presented an update on the BSU Foundation's fund raising. He distributed the Imagine Tomorrow booklet. It is currently in a silent (nonpublicized) phase since approval by the Board (i.e., in the second of five years). About \$13million of the goal of \$35 million has been raised or promised, after 70% of the goal is raised the public phase will be launched. The project is student-directed not building-directed, President Hanson's words. Faculty should link alums that they have contact with to the BSU development staff for follow-up. No set amount is to be devoted to athletic scholarships (the donors would dictate that if they wish). A faculty role on the Board is not allowed by MnSCU and President Hanson is not in favor of it too. An open forum before a closed meeting of Board is open to potential faculty input. BSU administration has not set a goal or plan on raising restricted funds.

No retrenchment is planned.

No faculty are under investigation.

No faculty investigations are recently completed.

Enrollment is down 5.5% at MnSCU universities. BSU is down 5.6%, with total off-campus credits down 8% and among that online credits are down 4%. This reverses a long-standing trend of increases in those two areas. 11.5 credits is the average course load. BSU has a 2-3% drop in conversion rate (Application/Enrollment). We have about 275 fewer students in the 12-18 credit band compared to Fall 2011. The drop may require use of reserve funds to maintain the projected budget.

NTC credits are down 12.1%

Griggs reported that 4% of online credits come from on-campus students but there is no evidence that students enrolled in online degree programs are being pushed out by on-campus students.

Facilities were discussed next. A redesign of Hagg-Sauer is 4 to 10 years into the future. The teaching computer lab closure is due to air handling unit conversions. Administration has promised better advance communications in the future about moving classrooms and offices. The new software for facilities scheduling (EMS- Events Management System) will be implemented in late October or early November. Scheduling for external group's use of BSU facilities will be the focus of an external MnSCU team's audit soon. The EMS software is not proscriptive, the purpose is to standardize current records into a single system. It might potentially lead to a single location or source for disability accommodation information.

The Ed-Arts Building naming as the Bensen Hall is proposed by President Hanson.

An Honorary degree will be conferred upon Moses Tsang (a BSU alum) at the 2013 commencement.

MEET AND CONFER MINUTES

August 29, 2012

Page 2

BSU budget details will be released after the 30 day mark of Fall Semester is reached. AVPAA Guilfoile has request that MnSCU release the 19B professional development funds.

VP Maki hopes to move to unified copier/print system administered by Toshiba Managed print systems soon. The goal is a 30-50% savings in paper/toner/repair costs per year. Toshiba will service any brand of printer. By reducing the number of printers in offices on campus it is hoped that more print jobs will sent to the BSU print shop since it is cheaper there. Faculty would have their own printer security codes so their print jobs would be released only to them from the communal printers. VP Maki feels no quota is needed for student printing (based on IT department data) while President Hanson feels from his observations that students over-use their printing privileges.

In discussing positions, VP Tadlock said the AVPAA position is not a line position and does in fact report to the VPAA. VP Tadlock will seek faculty input into the AVPAA position description sometime in October. VP Griggs position title is VP of Innovation and Continuing Education. He fills the need for innovation and new ideas on the BSU leadership team, in the view of President Hanson. The open VP for Student Development position is being advertised now. The CIO is retiring at the end of Fall semester and a new search, chaired by VP Maki, needs 2 BSUFA members. The HR director is retiring at the end of Fall Semester. Peterson requested that that position be separated from the position of head of affirmative action in the future. No response to that request was apparent. Mary Ward will chair the HR director search and it needs two BSUFA members. The search for dean of CBTC needs 4 BSUFA members. The Computer Science faculty position is the object of a Level I grievance and consequently no comments can be made about it at this time.

An attachment regarding terminal degrees was distributed by VP Tadlock. "Exception may include" means that given the nature of recruiting pool, some positions may be allowed to recruit for nonterminal degrees. The goal remains in most cases to recruit for individuals with terminal degrees in the appropriate field. VP Tadlock cites cases wherein possession of a terminal degree in another field (i.e., other than one in which the individual is teaching) is not appropriate to meet the criterion. New hiring procedures will write into the letter offering a position as well as the contract signed exactly what the nature of the position will be and its job duties as well as standards for performance evaluation.

Course scheduling plans include a goal of shutting down academic buildings not in use after 3 pm each day in order to save money. BSUFA asked to have faculty access wait list information in the future since currently only students see that information.

The BSUFA will recommend to President Hanson names of faculty to serve on his new University Planning Council.

MEET AND CONFER MINUTES

August 29, 2012

Page 3

The new model for creating and funding new program initiatives was presented by VP Griggs. The 80/20 model is for new degree programs not for use in course by course changes. Existing degree programs (e.g., BUAD, ACCT, CJ) do not count as new proposals unless they are proposing a new degree to be added.

Faculty overload reports are not yet available. Peterson stressed that the current IFO contract does not make distinctions between types of credit hours (e.g., \$65 per credit CEL miscellaneous credits versus credits taught as load).

Course redesign reports are forthcoming from the Liberal Education committee, the Honors Committee and the CPD.

VP Tadlock stated that all PDPs are to be crafted by the appropriate faculty with their department chair and dean's input. There is no required to have a balance between criteria but faculty may still opt for that balanced approach if they so desire.

The 2013 Summer Session calendar was presented by VP Griggs. 3,4,5, and 9 week courses are allowed but not 10 or 12 week courses. Because of financial aid reporting requirements there is a need to end summer session before August (i.e., it will not end on July 31st).

NW Minnesota Alliance of colleges and universities is a collaboration to promote student success and addresses coordination needs regarding appropriate choice of majors and transfer of credits between member institutions.

President Hanson stated that both BSU and MSU-Mankato have a strong current presence in the Twin Cities metro area. The metro alliance proposed will perhaps add to that presence.

All equipment requests to Academic Affairs must address three critical needs and will no longer be based on student FTE. This new system will require reference to a program's Student Learning Outcomes, Curriculum Map, and Assessment Plan.