

Meet and Confer Minutes
December 13, 2012

Present: Hanson, Tadlock, Gilsrud, Griggs, Maki, Ward, Brown, Morgan, Marek, Lyren, Murray, Peterson, Li, Fauchald, and Frost.

Opening Inquiries

No retrenchment is planned.

No faculty are under investigation. An investigation has been completed and no action was taken.

Reports

Enrollment report:

49,857 total credits for BSU. NTC 705 fte for fall, currently 620 fte for spring. 2447 fall applications for 2013. 139 have signed a letter of intent. This letter is a new procedure (Ward). We are trying to remove holds for as many students as possible. Morgan: Why are grad enrollments down? Ward: Probably due to the decline in Psychology.

4.7% decline in enrollments so far (Maki).

Facilities:

Nothing new

Athletics:

Hanson: Things have to change. We want to fill the athletic director position soon and fill that position in a month. We have received some suggestions for candidates. Fauchald: We would like to revisit the Title IX situation. Maki: Sure. Perhaps after Jan. 15th closing date on the consultants' report. There may be a story or two more in the Bemidji Pioneer.

IPEDs:

Hanson: The report is publically available. Brown: Who is the contact person regarding this matter? Maki: Doug Olney.

Budget:

Brown: Is there a report on BSU and NTC? Maki: There isn't anything new to report. The loan of \$700,000 is happening in 2014. Hanson: The loan is still planned, no changes have occurred in that plan. Brown: We thought that the enrollment data might influence that plan. Maki: We are not seeing anything worse in the enrollment numbers than we anticipated. We don't know if

the loan will be exactly \$700,000, it might be less. The plan was for a loan plus \$700,000 in reductions in their budget. Fauchald: The question still is what their enrollments will be? Maki: Yes that is true. Fauchald: The big thing is the media stuff. Some of our senators are just reading stuff in the newspaper. Some of the other MnSCU universities are having strange news about their early enrollment totals. Historically there isn't as much concern about variation in Spring enrollments.

Positions:

Brown: Are there plans to hire a graduate coordinator and/or an internship coordinator?

Tadlock: We need to take the existing AFSME position in the grad school and we need to make that a MUSAF position. The graduate dean role is also being re-thought. The graduate

committee would be in more of a directing role with the graduate dean responsibility rotated among the existing deans, each time with ad hoc responsibilities. Fauchald: Will there be a

national search for the MUSAF position? Gilsrud: Yes. Morgan: Then you were expected

graduate enrollments to shrink. Tadlock: No, there will be growth in selected areas on campus.

Murray: You said that we need to determine whether we are an undergraduate or graduate

institution. You are making decisions prior to the completion of the strategic plan. Tadlock: If

the result of the planning is contrary to that plan then we will back off that search. A couple of

departments have submitted plans for increasing graduate enrollments. There is a timeline issue here, we have to do something quickly. What we are currently doing in graduate education is not

working, with a dean being assigned plus one office assistant assigned to that work. Brown: One

particular dean has lost a large number of students at the grad level. How can each dean be

trained to fill that role? Tadlock: We need to look at this function and not look to increase its

costs. Murray: Is it a year to year contract? Brown: No. Murray: What rate of growth do you

project? Tadlock: In the next several years we need to double the enrollment. The internship

coordinator position is a MnSCU initiative and we hope that the person will generate external

dollars to help support the position. Fauchald: Will there be MnSCU money to support this

position? Maki: Yes, that is one of their priorities.

Brown: We are looking to hire a position in Speech? Tadlock: My understanding is that Dean Greer has a green light on that and we should see movement soon in that regard.

Brown: Regarding the deans' retreat, we would like a report. Tadlock: Not a problem.

Fauchald: The meeting on Jan. 10th, that will discuss the results? Tadlock: We would hope to have the report to you by the 5th or 6th. We are not trying to reduce but we are trying to focus on

growth. Brown: We need to have the rationale behind plans. Tadlock: This report doesn't supply that.

Ward: New campus event scheduling software (Campus Event Management Resource Scheduling) is in use for both the NTC and BSU campuses. This will be a more organized process for space planning, especially for externally sponsored events. Brown: Will IFO

members be involved? Ward: No, dept. staff (administrative assistants) positions will be trained. We are part of the pilot project within MnSCU, we are the only university in the system that is involved in the pilot project. It will be fully implemented on Jan. 14th, 2013.

Ward: We have three open spots on the Title IX committee. One for CBTC, one for TRIO, and one for nursing. Brown: We send out a tickler.

Bob: (Summer payment guidelines were distributed) Different campus were contacted to see what their approaches are to faculty funding. Brown: We will review this and take it to our senate.

Brown: What is the central manufacturing training program? Hanson: A coalition of businesses and NTC to provide specific and advanced training. There has been a substantial call for this within MnSCU and we are supporting it. It is not clear whether MnSCU will support it financially. Brown: How is currently funded? Hanson: We took some money out of a grant to support it starting in January. This is outside of the semester schedule. Two week classes are anticipated. Intellectual property principles have been agreed to now. A company in Bagley has more than 100 ready for this training and hope to have more than 1000 soon. Brown: What are we getting out of this? Hanson: Good will and credit hours. Morgan: What grant was drawn down? Hanson: A Dept. of Labor grant. We got a little piece of a grant that 10 other schools participated in. Brown: The NSF grant is not involved? Hanson: No. Peterson: Will there be more money that we give? Hanson: Possibly. I have not been directly involved in the past four weeks. Morgan: Are BSU faculty involved? Hanson: No, NTC faculty only. Tadlock: I have been directly involved recently. Some of the credits may eventually be transferred to BSU. Jim McCracken has been involved in discussions about potentially applying these credits to BSU degrees. Brown: Who are the local people involved? Tadlock: Engle, Russ, Aubrey, and Eaton.

Peterson: I have an international student who needs to register who is currently being waitlisted. He/she is not officially enrolled as yet due to the wait listing. Tadlock: We will look into that. Griggs: We are looking at the vacant ITS supervisory position (the Neumann retirement) to support academic technology initiatives, the CPD teaching and learning support, and also to support student internships. The idea is to have one area to provide support to faculty.

Tadlock: Linda Gilsrud is retiring to South Carolina. We really appreciate the work her department has done especially regarding open positions.

Peterson: There was a philosophy faculty position that was open, has that been removed from the list of openings? Gilsrud: The ad had to be changed to be posted continuously. An ad for an open dean position had appeared under Missouri and that had to be changed.

Brown: We are glad to see that you are health and we think you may make it (to Hanson).

Tadlock: We hope you have a safe holiday break and take care of yourselves.

Meeting adjourned at 11:52 am.