

**Meeting Called by:** BSUFA President Christopher Brown

**Type of Meeting:** Meet and Confer

**Note taker:** Ráchele Schafer, Ed.D.

**Date:** September 25, 2013

**Meeting Started at:** 4:00 pm

Those in attendance: BSU President Hansen, Provost Tadlock, Marybeth Christenson, James Parker, Bill Maki, Bob Griggs, BSUFA President Chris Brown, Mike Morgan, Mike Murray, Sheila Paul, Josefina Li, Blanca Rivera, Keith Marek, Ráchele Schafer

### Opening Queries

**Question:** Are you considering retrenchment?

**Answer:** No.

**Question:** Are any faculty members currently under investigation? Nature of investigation (no name needed). Results?

**Answer:** Yes. There is one close to completion.

### Updates

#### Enrollment updates

- First year student enrollment up, for more information see Attachment 1.

#### Facilities update

- New relocation begins.
- Talley Gallery will move to Bridgeman Hall.
  - “TAV really nice thing to see in collaboration with the Talley.” – Provost Tadlock
- Changes are coming to Bangsburg.
- The Legislative Committee was on campus this last week. They had questions. It was a productive visit. The Senate will be on campus on October 31<sup>st</sup>.

#### Positions update

- There are no new positions to report.

#### Budget update/BSU/NTC

- There is an Executive Leadership meeting coming up.
- Nothing new to report.
- Bill Maki will meet with Senate Budget Committee on October 7, 2013.
- Chris Brown asked Bill Maki, “In the past, Departments were allowed to request that their extra funds not be swept. The Departments would justify why they would need the funds and Administration would make the decision. Is this a change in policy?” Bill Maki stated, “No decision has been made yet. A decision will be made on Monday.”

#### Athletic update

- This is Homecoming week. We have 50 alumni coming for workshops.
- There is an International donations meeting on Friday as well as the Gala on Friday. The campaign has raised \$35 million.
- President Hansen reviewed the Homecoming activities.

## Carry Over Agenda Items

1. Academic Integrity Policy changes: (Review) A change is being made to clarify the cheating policies to achieve the following criteria: to ensure that faculty and students alike know the procedures, to support faculty in cases of cheating, to move the academic integrity policy out of the student conduct system, a revision of current procedures, and provide sample letters. The sample letter asks for evidence. Evidence can be as simple as a faculty statement. If there is no disagreement from the Senate in 10 working days, this will go into effect.  
BSUFA Response: The Senate is in concurrence with Administration on the Academic Integrity Policy.
2. Strategic Enrollment Management Plan: (Review) This is once a month, ongoing committee with a two year commitment.  
Mr. James Parker: Since there was concern over the structure of the committees a definition and purpose were created with a BSU emphasis. Please see the SEMP attachment (#2) for these details. This committee is seeking balanced representation and only 2 faculty representatives. The faculty members will be needed for a two year appointment. There will be no NTC representatives on this committee.  
**The Strategic Enrollment Management Plan committee wants faculty nominations in 10 days.**  
BSUFA Response: If you want a good response, let the Senate buy in to the idea. The next Senate meeting is on October 7<sup>th</sup>.
3. Admissions Committee: (Review) To take the pressure off the conditional events include:
  - a. Four faculty members, one from each college.
  - b. The committee meets weekly but each faculty member only meets once a month.
  - c. With the understanding that there is a heavier load in the fall, a lighter load in the spring, and the lightest load is in the summer.
  - d. **Question:** under criterion 5, do we get paid in the summer? What about Chairs?
  - e. **Answer:** question 1 - needs to be contractual; question 2 – Chair must discuss with the Dean.
  - f. **Mr. James Parker:** It is highly unlikely that the committee would be convened in the summer months since only 1% of applicants come in each month in the summer. October and November are the largest application months. Please see attachment Admissions committee (#3).
  - g. BSUFA Response: The faculty is pleased to see the changes, further; TRIO has requested to volunteer for the committee as a permanent member. Mr. James Parker stated, “I will have to discuss this with the Admissions Office. I will get an answer by tomorrow.”
4. MNSCU Internship Forms
  - a. BSUFA Response: Faculty will use the MNSCU Internship forms; however, we would like to have time to implement the process.
  - b. James Parker: Internship Coordinator, Molly Aitken-Julin in Career Services will be able to assist faculty with this process.
5. Assessment/adjuncts
  - a. Review
    - i. Adjuncts → HLC won't be expected to do programmatic level assessment to fulfill a temporary need.
    - ii. Provost Tadlock: the change is when assessing a student that informs what is put into the database to assess the programmatic level.
    - iii. Provost Tadlock requested more time to review the information presented before making any decisions.
  - b. Provost Tadlock: Adjuncts are hired at the College level not in Academic Affairs. The power is with the Deans and they will pay accordingly.

- c. Mike Murray reported having created a formula based on Article 11 Section M to assist Administrators with ensuring equal pay for all Adjuncts based on work done. Mr. Murray handed Provost Tadlock a handwritten copy of the formula for his perusal.
- d. Blanca Rivera added that there are other ways of compensating adjuncts such as: access to research, payment in kind, and allowance to be trained to the assessment process.
- e. Keith Marek: Are Deans given a budget to pay for Adjuncts conducting assessment?
- f. Provost Tadlock: The money must come out their bottom dollars. Deans have to make it work. We went to 15 weeks for professional development. The Chairs are the contact in the community for the Adjunct.
- g. BSUFA Response: We will take this to the Senate.

## New Agenda

1. BSU Residential Living Requirement.
  - a. Requirement for First year students to live in the dorms. See Attachment for exceptions and other criteria.
2. Syllabus Disability Statement update.
  - a. See Attachment containing proposed recommended disability syllabus statement.
  - b. James Parker: faculty can put in any statement they want to into the syllabus, it doesn't matter.
  - c. Rachele Schafer: showed a few examples from a few other universities concerning what the law expects in a disability statement, see ADA examples attachment.
  - d. James Parker recommended that Rachele should meet with the Director of Disability Services if he wants to meet.
3. Electronic Communication Recommendations.
  - a. There has been a glut of fac\_staff e-mails, therefore the Office of Marketing and Communication will contain regular and routine content in a weekly digest. Those individuals sending out e-mails will only have to get permission if sending out to all faculty, all staff, and all students. The portals will be encouraged to use for communication. See attachments # 3 and #4 from Meet and Confer.
  - b. Controlling when all fac\_staff e-mails come out is a positive and a negative. Yes, there is a great deal of fac\_staff e-mails but who is going to determine what is important to wait a week to come out?
  - c. It seems repressive.
4. Metro Plan and Charting the future discussion.
  - a. BSUFA informed BSU President Hansen that the Executive Board voted to go into executive session via a question of privilege in order to hear the Administration's unofficial views of Charting the Future. Therefore there are no notes for this section.
5. Space allocation committee.
  - a. Bill Maki proposed a committee "to review requests and revisions to campus space and to gather information to present its recommendations" (Attachment 5).
  - b. Questions were asked whether this would this apply to offices and labs.
  - c. Mr. Maki indicated that it would apply to any space on campus.
6. Rec Center for fac/staff
  - a. BSUFA President Chris Brown requested free access to the recreation center for emeriti professors. In the past, Mr. Brown had been told that Administration could not provide free access due to a certain court case. Mr. Brown informed those present that he has found the court case referenced and that the University had lost its case. Mr. Brown stated that he will be sending a copy of the court case to the appropriate individuals. Further, taxpayers paid for the recreation center; faculty would be healthier if they could use the recreation center, so the recreation center should be free for faculty.

- b. Response: The last time this request was brought to the table was October 2012, almost a year ago. BSU has to set the rate at the same price as the students; further, this is a bargaining issue and should not be discussed here.
  - c. Mr. Brown: Well, how much does it cost to go to SNAP fitness?
  - d. Response: \$32 per month.
  - e. Mr. Brown: Emeriti faculty get free parking which is not the same rate as the students.
  - f. Response: How many emeriti are there?
7. Other
- a. Need suggestions for connecting devices students bring to class.
    - i. If using cell phones, some classrooms do not have access for a phone signal. Not all students can afford a smart phone that run applications.
  - b. Putting together a volunteer work group to explore the 4% decline in course offerings this last summer.
  - c. Blanca Rivera has a student with Cerebral Palsy that leaves class 20 minutes early to get across campus. Dr. Rivera knows of football players that get rides from security to get across campus. She asked the student if they had contacted Disability Services. The student said he/she had with no assistance. Mr. Parker asked Dr. Rivera to send the student to him. Mr. Parker said that he would take care of it.
  - d. Blanca Rivera stated that it has been noticed that there is a large number of individuals placed in kitchen jobs from Asia. Also, Aramark has a history of exploiting workers. The individual running the Aramark at BSU is innocent of exploiting workers but it is an odd occurrence that there are so many individuals from Asia in the kitchen jobs. Is it that foreign students can't be hired unless in the University system; is this is causing the exclusion of other groups?
    - i. Response: Actually, Aramark pays more than other student work employers but is always struggling to find student employees. However, we will look into it.

Adjourn: 5:55 pm