

**BSUFA MEET AND CONFER AGENDA
OCTOBER 9TH, 2013 - 4:00 PM
DEPUTY 301A**

Present: BSUFA President **Chris Brown**, Interim Human Resources Director **Marybeth Christenson Jones**, President **Richard Hanson**, Vice President for Finance and Administration **Bill Maki**, Provost **Martin Tadlock**.
BSUFA Executive Members: **Josefina Li, Keith Marek, Mike Morgan, Mike Murray, Sheila Paul, Blanca Rivera, Rachele Schafer**.

OPENING QUERIES

Are you considering retrenchment? No.
Are any faculty members currently under investigation? Nature of investigation (no name needed).
Have any investigations been completed? Results? No new, finishing up.

UPDATES

Enrollment update

Provost Tadlock told the group that the BSU 2013 fall credits were 0.6% less credits and the NTC headcount was up with 0.3% credits less production compared to fall 2012.

	BSU Fall 2012	BSU Fall 2013	NTC Fall 2012	NTC Fall 2013
Undergraduate Enrollment	4,744	4,729	1,168	1,203
Graduate Enrollment	273	223		
Total Enrollment	5,017	4,452		
Credits	61,176	60,816	10,600	10,570

Facilities update

Bill Maki told the group that there was nothing new in the last two weeks. They continue to work on moving Departments around so that renovations can take place. He said that they just recently met with the Music Department this week.

Positions update - AA / EEO position

Provost Tadlock stated that there was nothing new with this position. He did go on to state that they will open up the CAS Dean position in the next few weeks and that Bob Griggs agreed to work with this hiring committee.

Budget update / NTC –

BSUFA Chris Brown thanked Bill Maki for speaking with the Senate Budget Committee concerning the budget and asked him about the budget for NTC.

One of the things that were brought up was that around 2012's NTC enrollment needed 100 more students enrolled; however, enrollment is about the same as last year. NTC is running about \$500,000 short for 2015 which means we have more work to do for 2015 for NTC. There is an MSCF meeting planned for November 5th and spoke of future meetings.

Bill Maki spoke about research that was presented to him at the Senate Budget Committee concerning the budgetary details of instructional/non-instructional costs and IFO Professional Improvement Funds.

The following are some of the details from fiscal 2012, some of Tom Fauchald's research

- BSU at 39% for paying professors
- St. Cloud at 49%
- BSU spends 16% where average is 10%
- BSU spends more on support than the average
- Money on instruction will go up at BSU because we are adding six more positions

- BSU will also use seed money for some things as well

Athletics update

Can go to the football game for free & BSU women's hockey Saturday game!

Campaign update

President Hanson informed the group that by the Imagine Tomorrow gala, the campaign had raised \$25.4 million. This means that the total academic scholarships will amount to \$2.4 million endowment. 600 people on Saturday morning for the scholarship celebration with sponsors and students.

CARRY OVER AGENDA ITEMS from 8-28-13

1. **Strategic Enrollment Management Plan - James Parker**
 - a. The Senate will send out a call
2. **Admissions Committee - James Parker**
 - a. TRIO was thankful for being on the committee

CARRY OVER AGENDA ITEMS from 9-25-13

- **Syllabus Disability Statement Update - James Parker**

Rachele informed the group that Dr. Boyer was attached to his original statement so as a compromise she recommended that he send out a list to assure that accommodations were offered via ADA and the Rehabilitation Act of 1973 Section 504. Dr. Boyer was willing to alter the pronouns "I" and "me" in the disability statement to "Disability Services would like to make sure ..." and "please contact the instructor." The following is the current ADA statement:

"Students with Special Needs

I would like to make sure that all the materials, discussions and activities that are part of the course are accessible to you. If you would like to request accommodations or other services, please contact me as soon as possible. It is also possible to contact Disability Services, Sanford Hall, 201. Phone: 218/755-3883 or E-mail address Disabilityservices@bemidjistate.edu. Also available through the Minnesota Relay Service at 1-800-627-3529."

Dr. Boyer had previously received the following examples:

Ohio State University

"Any student who feels s/he may need an accommodation based on the impact of a disability should contact me privately to discuss your specific needs. Please contact the Office for Disability Services at 614-292-3307 in room 150 Pomerene Hall to coordinate reasonable accommodations for students with documented disabilities" (Retrieved from http://ada.osu.edu/resources/fastfacts/Syllabus_Statement.htm on 9/18/13).

Texas Tech University

"Any student who, because of a disability, may require special arrangements in order to meet the course requirements should contact the instructor as soon as possible to make necessary arrangements. Students must present appropriate verification from Student Disability Services during the instructor's office hours. Please note: instructors are not allowed to provide classroom accommodation to a student until appropriate verification from Student Disability Services has been provided. For additional information, please contact Student Disability Services office in West Hall or call 806-742-2405" (Retrieved from <http://www.depts.ttu.edu/students/sds/syllabus.asp> on 9/18/13).

University of Southern Mississippi

"If a student has a disability that qualifies under the Americans with Disabilities Act (ADA) and requires accommodations, he/she should contact the Office for Disability Accommodations (ODA) for information on appropriate policies and procedures. Disabilities covered by ADA may include learning, psychiatric, physical disabilities, or chronic health disorders. Students can contact ODA if they are not certain whether a medical condition/disability qualifies" (Retrieved from <http://www.usm.edu/oda/ada-syllabus-information> on 9/18/13).

University of Minnesota

Disability Accommodations

“The University of Minnesota is committed to providing equitable access to learning opportunities for all students. Disability Services (DS) is the campus office that collaborates with students who have disabilities to provide and/or arrange reasonable accommodations.

If you have, or think you may have, a disability (e.g., mental health, attentional, learning, chronic health, sensory, or physical), please contact DS at 612-626-1333 to arrange a confidential discussion regarding equitable access and reasonable accommodations.

If you are registered with DS and have a current letter requesting reasonable accommodations, please contact your instructor as early in the semester as possible to discuss how the accommodations will be applied in the course.

For more information, please see the DS website, <https://diversity.umn.edu/disability/>.” (Retrieved from http://policy.umn.edu/Policies/Education/Education/SYLLABUSREQUIREMENTS_APPA.html on 9/18/13).

- **Electronic Communication Recommendations - James Parker**

The Senate sent it to committee; it will take as long as the committee takes to deliberate until a decision is made.

NEW AGENDA ITEMS

1. Intensive English Proposal - Winona State University – Martin Tadlock

Provost Tadlock informed the group that Winona, the only group that put a proposal in, would be providing Intensive English training to individuals who needed non-academic linguistic training. Winona would rent a space from BSU for three years, would take care of all requirements needed for the intensive English Center, including hiring two local full-time individuals to staff the center.

Provost Tadlock went on to state that Winona has two sites already and has a proven track-record. Winona, although on the BSU campus, will recruit only for the Intensive English Center. BSU will obtain 15% of the profit from the intensive English Center.

Mike Morgan asked if the contract had been signed. Provost Tadlock said no. Mike Morgan indicated that this could be an opportunity for us to build our own Intensive English Center. One of the BSUFA members pointed out that by Year 3 the Intensive English Center projects to be making \$283,000 in profit. Provost Tadlock stated that BSU could not start our own Intensive English Center because we are not nationally accredited and it takes a minimum of three years to become nationally accredited. The Provost also indicated that the Center is not an academic program. He assured the BSUFA Executive Board that ESL will not be touched. The students attending the Center will all be new students.

2. Title IX Committee Membership Roster – Bill Maki/Martin Tadlock

This committee requires a representative from the Business/Communications Department. The Senate has all committees filled except one that requires an election run-off. The Rules Committee is addressing the Senate make-up ensuring that all Departments/Colleges are represented. Further, Administration wants faculty to know that participation on campus is valued. Participation on campus fits Appendix G in the PDP.

Attachment 1

3. Update on Metro Plan and Charting the Future discussion - President Hanson

A large group met on Friday and was able to freely express their thoughts. President Hanson believes that the document will be unrecognizable. He also stated that it was an interesting session and that the primary author was present. There will be a webinar on October 18th for concerning the new draft and the “powers that be” plan to have the new Charting the Future completed by October 29th.

4. Process for consideration of international opportunities

Blanca Rivera stated that this process is already in place. Martin Tadlock stated that he is putting it out now for comment. Chris Brown stated that he would take it to Senate to assess faculty support.

Attachment 2

5. Leadership & Planning professional development opportunity in CAS – Martin Tadlock Attachment 3

The Dean for CAS wants to offer for the Spring 2014 semester .25 reassign time to do a call within the College. It was mentioned that BSU already offers this service so that the reassign time would be a redundancy of services; however, the Dean would know what the College requires.

6. Appointment letters for coaches & music faculty – Chris Brown

The BSUFA respectfully requests copies of all IFO appointment letters for coaches and music faculty.

7. Adjunct faculty hires rationale – Chris Brown

Per the contract, the Executive Board members were handed copies of this document to review.

8. Summer school discussion – Chris Brown

A secretary has simply acted prematurely in working on the summer calendar. Departments are not supposed to work on the calendar until the call comes from Bob Griggs' office.

9. Equipment & M/E Carry Forward – Chris Brown

Whether the carry forward policy is being carried forward will be decided on Monday. Due to all the modifications being made to the campus, there is less money. The University has some big decisions to make; there are no choices until we find the funds to pay for them before we talk to faculty.

10. Strategic Plan update - President Hanson

On October 16th there is a Strategic Plan meeting. There is one item left to work on; Strategy D, capacity for enduring worth. Administration has gone back to faculty and received advice. The conversation on the 16th will revolve around the responsibility for each strategy, including strategy (F) campaign, strengthen. Administration is reflecting on these. The Executive Board is assigned to be on this committee and volunteers are needed. All of the strategies will be on one website demonstrating the transparency of the Administration; in guiding the University.

11. Other

- a. Board meeting – change to 1b.1 untimeliness complaint must complete in 60 days
- b. Committees – transition issues; concern about balance in some committees
- c. Webmaster – NTC and BSU shared support; joint committee for
 - i. Need support for the mission
 - ii. Need 100% commitment

BSUFA President Chris Brown's statement: *We were hired to work at BSU but we are watching our capital being drained in other directions. Per the NTC and BSU joint hiring committees, both of us have been given pretty strong marching orders on this. I can't do a joint committee. I will be meeting with the Senate on Monday. I want marching orders.*

President Hanson's statement: *It is absurd to not have the faculty voice represented at the table. This is not an "us versus them" game. As per the issue of the melding of NTC and BSU that is an accreditation issue and belongs at the feet of HLC. Wherever we get to up here, if you want a voice or not, you know how to get your voice through.*

NEXT REGULAR SCHEDULED MEET & CONFER MEETING:

November 13, 2013 - 4-6 pm- Deputy 301A