

Meet and Confer

Meeting Called by: BSUFA President Christopher Brown

Type of Meeting: Meet and Confer

Note taker: Ráchele Schafer, Ed.D.

Date: November 13, 2013

Meeting Started at: 4:00 pm

Present: Chris Brown, Marybeth Christenson-Jones, Bob Griggs, Richard Hanson, Josefina Li, Bill Maki, Keith Marek, Mike Morgan, Mike Murray, James Parker, Sheila Paul, Blanca Rivera, Martin Tadlock.

OPENING QUERIES

Are you considering retrenchment? **No.**

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

Have any investigations been completed? Results? **Yes, two. The investigative portions are complete, the decisions are not.**

UPDATES

- Enrollment update
Vice President, Student Development & Enrollment Parker stated that applications are still building and that Administration is waiting for early December to be able to predict enrollment numbers for next year.
- Facilities update
There will be an open forum campus meeting on Dec 2, 2013 to talk about all the changes concerning facilities with more details coming.
- Positions update
BSUFA President Brown stated that he had heard that there had been a stall in some of the positions being filled. Provost Tadlock responded that as far as he knew all of the positions were moving as they should. Interim HR Director Christensen-Jones stated that the only thing that might cause any delay was the fact that she wants to participate in the process personally.
Associate Professor Rivera asked if Christensen-Jones would have a vote. Christensen-Jones reassured the group that she wants to understand the process. Brown explained to Christensen-Jones that it was common for the administrators and faculty to serve together; however, the administrators serve as facilitators at this level of the hiring process.
- Budget update / NTC
 - Vice President for Finance and Administration Maki has a forum next year (see hand out)
Maki stated that the 2014 financial projections are at 93% of where they should be. The problem lies in the fact that we were 405 less in enrollment and that summer school has been down around 300 classes. He stated that he did have estimates in for the unions. BSU has a stable budget and he does not believe that departments were affected significantly in carry forward money for moving nursing and move of Talley Gallery. The University sets aside money for repair and betterment, for example, to obtain new lap tops every 4 years. Maki also showed the Executive Board his predictions for 2015 based on possibilities.

President Hanson, "NTC to reinvent itself while creating a formula for success, including community connections." Maki will be chairing a group of 10 to 11 individuals who not only have their jobs on the line but their entire institution's. They have been charged to

create a “positive business plan, personnel reduction, and program cuts.” Hanson will have a report by April concerning the success of this taskforce. When Assistant Professor Paul asked about the LVN and CNA programs currently housed at NTC, Hanson assured the Executive Board that he is “not in the business of cutting programs.”

- Athletics update
When asked about an athletics update there was none, Chris Brown asked concerning the Coaches, will they become a department? What exactly is their status? Are they going to have a Chair? The response from Hanson was, “Do you want to talk about that now or later down on the agenda?” Brown stated that he could wait.
- Campaign update
The campaign is moving along quite well. Part of the regional plans; the campaign has moved into AZ, CA, MA, and TX. The campaign has raised almost \$26 million and the employee campaign is now going.
- Strategic Plan update
The Mission Group is working, strategy D has been fixed. We will meet on Monday, November 18th to present strategy D to the group. If the group is not satisfied, we will have to meet again in December.

CARRY OVER AGENDA ITEMS

1. Strategic Enrollment Management Plan - Parker (8-28-13 item)
SEMP Faculty Committee member volunteers will be forwarded to Parker by BSUFA Administrative Assistant Lainie Hiller.
2. Admissions Committee - James Parker (8-28-13 item)
Admissions Faculty Committee member volunteers will be forwarded to Parker by Hiller.
3. Electronic Communication Recommendations - James Parker (9-25-13 item)
The Senate subcommittee, AAC, met and recommended that replacing all fac_staff with one e-mail was not a good idea was that different people like to receive different materials in different ways; however, a subscription policy might be an idea, a much smaller number would use the portal. The more ways to try to send information out would benefit individuals. The emergency policy of 3 days, if it truly is an emergency we won't know 3 days in advance. The bigger it is it is one key to delete.
4. Update on Metro Plan and charting the future discussion - Hanson (10-9-13 item)
Hanson stated that charting the future is getting better every day and that IFO leaders are participating in the process of altering the document. When asked if the alterations of the document were well received, Hanson stated that, “Conversation was good.” Concerning the Metro Plan, Hanson stated that he should know more next month but that he did know the following: it won't be the status quo and it won't create a new university.
5. Appointment letters for coaches & music faculty - Brown (10-9-13 item)
Brown stated that appreciated the “Great job Marybeth did on getting him the information.”
6. Adjunct faculty hires rationale - Brown (10-9-13 item)
Assistant Professor Murray stated that the IFO had received information on adjunct faculty but there was a year missing. The BSUFA was very thankful for the way the records had been kept this last year and would like to encourage Administration to continue keeping records on adjunct faculty in this manner. Tadlock stated that no one the previous year had requested information concerning adjunct hires, therefore no information was kept.

7. Equipment & M/E Carry Forward - Brown (10-9-13 item)

Brown asked if there was any equipment dollars available through carry forward monies. Maki stated, "Yes, there are they are being allocated right now to the colleges."

NEW AGENDA ITEMS

1. Follow-up on Space Allocation Committee members from BSUFA - Maki

Brown reported that a call was sent out for faculty members to join the Space Allocation Committee.

2. Organizational Logistics for nursing school, directorships & coaches - Brown (Moorehead has schools and this is our example; U of M also has a school but has its own Provost and College)

Brown indicated that the Coaches require a Chair for PDPs and PDRs need to be able to grieve. Tadlock stated that the coaches have to request for a Chair because they are currently a Department without a Chair. Brown stated that there was a need to continue dialogue, that he would find out what the Coaches want to do, and would speak again to Tadlock.

3. Emergency Preparedness Training - Brown

In light of all the emergencies occurring in other universities, the Senate would like to have training for emergencies like K-12 school districts. The question was asked of Administration, "Does MNSCU have something like this?" Brown reminded Administration that NYC was just sued because they were not ADA compliant for emergency preparedness. Maki stated that if faculty were willing to buy-in to the process, Administration did have emergency preparedness training.

4. Student Development and Enrollment organization - Parker

Parker explained that part of his job is to define BSU as a residential campus. He needs 60% of students living on campus, currently only 40% of the student body is living on campus. This does not mean that all of the students need to be living in the dorms. It does mean that 60% of the students served need to be "engaged on campus." This can be assessed by Public Safety, even Food Service with the number of swipes through the line for lunches.

College of Arts and Sciences Dean Greer previously created climate surveys that indicated a need to improve in serving our on campus students. This is why there has been a search for the Director of Residential Life, which remains open. Administration is considering expanding the job description to include: inclusiveness education and to create a civilized community. Parker assures the Executive Board that this position in no way takes away from the mission of the AIRC.

Funding for this project can't be used for teaching through revenue (access opportunity- AOS allocation, have to report back every year) has significant roll overs.

- a. Where has the money been going? Most of the money has been spent.
- b. Best to keep the students around.

According to Parker, in order to meet our architectural capacity we need to grow by 220 students, we are currently at 94% of our capacity.

5. Summer Session Focus Group – Faculty members - Griggs

Vice President for Innovation & Extended Learning Griggs seeks faculty members to participate on the Summer Session Focus Group questions concerning if there were other Committees that would fulfill the needs of this Board arose. Brown indicated that the best action would be to have the Senate direct the Executive Board concerning the Senate's wishes.

6. A.C. Clark Library Advisory Board – Faculty members - Griggs

Griggs seeks faculty members to participate on the A. C. Clark Library Advisory Board questions concerning if there were other Committees that would fulfill the needs of this Board arose. Brown indicated that the best action would be to have the Senate direct the Executive Board concerning the Senate's wishes.

7. Draft Policy on purchasing computing & printing equipment (attachment) - have Senate direct, need clarification, privacy, double sided printing, constrains the Deans – send to AAC committee

After reading and listening to Administration about The Draft Policy on purchasing computing and printing equipment, the Executive Board decided that there is a need for clarification. The Executive Board has no problem with the requirement for double sided printing but is concerned about privacy and possibly, how this policy would constrain the Deans in purchasing printers and computers. The policy is being sent to the Senate AAC Committee for consideration.

8. Graduation Evaluator position

The Registrar's Office is seeking an IFO member due to the loss of an IFO member; this is merely the replacement of an individual (if an individual can ever truly be replaced).

9. Assistant Registrar & Curriculum Management position

The Registrar's Office is seeking an IFO member due to the loss of an IFO member; this is merely the replacement of an individual (if an individual can ever truly be replaced).

10. Other

Tadlock was concerned about the large number of faculty who had come together on Halloween concerning civility on campus. He stated that he was considering creating a TaskForce on Civility to define civility; there is no code for appropriate behavior.

Murray reminded Administration that there currently is a Senate Committee on Civility.

Administration is trying to get a better sense of what hardware we have on campus; this information will be presented at the next President's Forum. Attempt to build appropriate technology infrastructure.

Adjourned at 5:23 pm