

BSUFA MEET AND CONFER AGENDA
AUGUST 31ST, 2016 – 4:00 PM - DEPUTY 301A

Present: Michael Murray, Derek Webb, Elizabeth Raze, Carolyn Townsend, Deb Peterson, Michelle Frenzel, Karen Snorek,
 Pres. Faith Hensrud, Michael Anderson, Randy Westhoff, Sheila Paul, Chris Brown,
 Not Present: Megan Zothman, Jen Atteberry

| Opening Queries | Discussion | Resolution |
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| Retrenchment | Not at this time MA | None needed |
| Are any faculty members currently under investigation? Nature of investigation (no name needed). Have any investigations been completed? Results? | Yes, over the summer there were 3 – 2 resolved, 1 more this fall. | Notification given to employee and supervisor. KS would not give any further details |
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| Updates | | |
| Facilities update | Memorial / Decker some items left to complete. Hagg Sauer project no bonding – moved to funding for 2017, prices will be adjusted for inflation. Items needed for Bangsberg will be on the 2018 requests | |
| Positions update | MZ not present ?failed searches from last year, working on a time line MA has asked Deans for current known list of replacements for retirees, and open probationary faculty lines. Adm working for a shorter time line for better hiring results | Due Oct 1 st , Requests for position due Oct 15 |
| Budget update | KS this month FY 2016 will be fully closed predictions for 2017 and 2018 very difficult | Budget forums will be scheduled. ? date |
| Enrollment update | MF 823 Freshman, Retention to Soph year 71% Conditional admits down approx. 18.5% | |
| Agenda Items | | |
| Timelines for AY 16-17 Carry over item Attachments A, B, C, Michael Anderson (Promotions, Non-Renewals, Sabbatical, Tenure, PDP/PDR) | Schedules carry over from May Meet and Confer | Will post on Academic website |
| Administration changes in CAS MA Non-tenured assistant dean CB | ?’ed a non-tenured faculty member moved into an administrative position. Concern about meeting accreditation needs (CCNE nursing) | |
| AAR Michelle Frenzel | Handout provided with Spring 2017 dates and other recruitment events. Added a new date – the Friday before spring break. We lost some students who registered during AARs but did not come to BSU – need to keep recruiting efforts during AARs. Discussion regarding faculty compensation for advising during AARs. Proposed no faculty compensation if AAR is on a scheduled duty day. ?MA, FH is our current practice within the contract? ? MA are we ‘purchasing services’ ?will faculty volunteer for AARs without some type of compensation or incentive?. Currently a travel stipend of \$250.00 each is posted to their department’s 19B funds | Summer AARs – faculty will receive duty day compensation Will take to senate for discussion and carry forward to next Meet & Confer |

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| | for each department to disburse. The IFO does not support ½ duty days | |
| Diversity and Inclusion Plans for BSU Attachment E, F Deb Peterson | DP brought forward (see attachment). Jeff Ueland brought to Senate last May – senate wanted time to review. DP really encouraging everyone to review and work towards approval. Pres Hensrud in favor of this document | CB will bring back to senate. |
| Search Advisory Committee Training Events Upcoming Karen Snorek for Megan Zothman | New training coming (good for 1 year) would encourage everyone interested in working on search committee to go through training – so the process will not be slowed because of this step. Carol Hess dedicated IFO HR representative | CB taking to senate |
| Upcoming Search Plans FY 17 Karen Snorek for Megan Zothman | See above | |
| Professional Development Funds Karen Snorek | RW finalizing the college / department allotments | Should appear in accounts with carry-over shortly |
| Campus Compact Taskforce Michael Anderson | Awareness item – putting together a taskforce. CH reminded adm that they needed a charge and committee membership makeup for this to be sent out | |
| Presidential designees Chris Brown Employer designees for grievance steps - procedure | Standard request MM has sent out BSUFA's list Pres Hensrud unclear as to need for this and who should be on this list | |
| Directorships Reassigned time Seniority Rosters Overload, Adjunct & Fixed Term Appointments Chris Brown | Requesting lists with rational for fixed term/adjuncts RW ? the need for another roster for fixed term faculty as they are listed on the seniority roster. | MM requesting this to be in an excel electronic document |
| Meet & Confer representatives Chris Brown | | Neither group will restrict who may be invited to these meetings |
| Grievance officers Chris Brown | Announced BSUFA's grievance officers: any member of the executive board and any past or current grievance officers | |
| Investigative procedure Chris Brown | MM shared experience over summer. Requested to delay investigations until active duty days or pay faculty for required involvement in an investigation. Process of investigation reviewed – ideally the complainant, witnesses and then the respondent. We asked to ensure the rights of the respondent are honored while the privacy of the witness is ensured. | Fair, honest and dependable process |
| Download policy Chris Brown | Rumor – that administration rights will be removed from faculty and IT will control all downloads (programs) JD working with MA and Pres Hensrud. | Faculty will be allowed to use and download what is needed for effective teaching. |
| Off list reference checks Chris Brown | Hot topic, Pres Hensrud feels this is vital to hiring 'good' people, stating this was a common practice and that if a candidate did not agree to this they should no longer be considered a viable candidate. The practice is – if you receive one negative (off list reference) you have to be able to verify with this two other people MM provided feedback about the fairness of this | President Hensrud will look into this. |

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| | practice. The Meet and Confer prior to Dec 7 th 2015 senate meeting Adm stated they would remove “off list reference checking” from the list | |
| Dean evaluation Chris Brown | There is no current established dean evaluation process. MA surprised there was none in place. KS CHRO (Minnesota State) is currently working on a plan? | MA will review |
| Conflict of Interest Chris Brown | ?How would this be handled regarding BSU chief investigator? If they was any perceived conflict they would be removed and another investigator appointed. Potentially the CHRO or another system person | Adm is aware and will be very sensitive to this area |
| Other | Time line for our interim administrators and permanent positions? President Hanson made numerous interim appointments over the summer of 2015 without notifying BSUFA Pres Hensrud is review the structure and will be looking for feedback about what is working and what is not working. Reviewing costs associated with ‘models’ Potential plan for current interims to complete an additional year. Reviewing what search need to be completed first NTC / BSU relationship – goal to make NTC viable, new interim dean starting soon – they will be reviewing this structure to determine future needs | There will be a permanent Provost search this year President Hensrud is looking for feedback about BSU’s structure BSUFA to bring treats to the next meet and confer |

BSUFA SCHEDULED MEETINGS FOR 2016-2017

4 PM – DEPUTY 301A
 SEPTEMBER 28, 2016
 OCTOBER 5, 2016 – ALTERNATE
 OCTOBER 26, 2016
 NOVEMBER 2, 2016 – ALTERNATE
 NOVEMBER 30, 2016
 NO ALTERNATE DATE
 DECEMBER 14, 2016
 JANUARY 4, 2017 – ALTERNATE
 JANUARY 25, 2017
 FEBRUARY 1, 2017 – ALTERNATE
 FEBRUARY 22, 2017
 MARCH 1, 2017 – ALTERNATE
 MARCH 29, 2017
 APRIL 5, 2017 - ALTERNATE
 APRIL 26, 2017
 MAY 3, 2017 – ALTERNATE