

Meet & Confer

September 28, 2016

4:05PM

Present: Michelle Frenzel, Andrew Hafs, Steve Carlson, Sheila Paul, Deb Peterson, Carolyn Townsend, Karen Snorek, Faith Hensrud, Michael Anderson, Derek Webb, Lainie Hiller (minutes).

1. Retrenchment

MA- request that I allow to change the agenda as I have family emergency.

All agree.

MM- Are you considering retrenchment?

(Unsure who answered- KS?) Not at this time.

MM- Are you considering reorganisation?

FH - Yes, is one of agenda items

MM- Anyone under investigation?

KS Currently three, cannot comment on nature.

CT- Timeline?

DP- One fairly shortly, one within two months (soon)

MM- Are any faculty members under investigative suspension?

KS- Two

MM- Has any investigative suspension exceeded 20 days?

FH- We have extended to 30 days on one, and my understanding is BSUFA doesn't get notified, but IFO does.

MM- Have any investigations been completed?

KS- No.

MM- any results that you may share?

KS- No.

MM- I have agenda items under positions that I would like to speak about.

MA- Sure

MM- This is in regards to Sociology Dept., adjunct settlement. Signed Aug. 2013. Intent was per Jeff per number of lines. Would get additional lines, between Anthro and Sociology. At that time DP was not in current role, and when she moved, her position was never filled. Currently two in Sociology (Carla Norris-Raynbird and reassigned time) and Rucha Ambikar was hired for adjunct grievance and is currently teaching Anthro.

MA- Quick question- did Deb give up her line?

DP/MM – No, but currently no faculty teaching classes that she would have taught.

MM- The intent upon signing that agreement and Jeff wasn't sure, MM looked at the roster, some quibbling with dates/clerical but at the end of the day, we signed that with the intent of three in Sociology and one of those three would be assigned Anthro. Currently Dean Greer's line is being filled by a fixed term, currently in 4th year of fixed term. Greer was hired as interim, and now she's permanent.

MA- If we replace that line that Greer was one time in, does that mean she gives that up?

MM- No, she will always have a tenured spot in Sociology.

MA- If she went back to teaching, would she bump anyone?

MM- No, wouldn't bump anyone, but would be another line. But you're currently talking about retrenchment.

MM- It was Martin's intent to conduct a tenure-track search for Colleen's position. I'm not aware that faculty with administrative appointments need to give up tenured rostering. I would argue she wouldn't give it up. At the end of the day, what we're asking for is because Greer is not interim, and it doesn't look like she's coming back to faculty in the near future, that her position be filled with a probationary position as Tadlock was indicating. We asked about structure last time and Deb Peterson/BSUFA argued for an affirmative action person, and we're not saying she should give up her position, or that it should be given up, we think it's an important position and Deb does a great job. But her faculty line we assigned as a fixed term instead of an adjunct as the adjunct was supposed to be in addition to the faculty line. When we start advertising what would be Deb's line and Greer's line, we could go into women's studies/ gender studies. As has traditionally been housed in Sociology.

DP- Actually they're not, it's just because Colleen had that experience.

MA- This is new to me, and now that it's in the minutes and in the world, we could find some time to talk about it.

MM- Sure

MA- Let's find some time and get the right people at the table and talk about it.

MM- Agree.

MA- Items that have MA's name on them as must leave early.

Assistant to the dean, not associate. Mostly administrative support, not supervisory.

MM- So we are clear, this person wouldn't be permitted to read PDP/PDRs

MA- Only if that faculty asked, not an evaluative position

MA- Can we skip down to task force?

MM- Absolutely.

MA- This was just on the agenda to make everyone aware we are doing this. We want everyone to be aware that we want to have a campus compact with service learning components and at some point we would like to put people on committees; it's really an awareness issue.

MM- We just asked for a statement as to what the charge of the committee would be. We want the expected timeframe, not just this semester, number of meetings that would take place in a month. Would need the composition of the committee, how many would you be looking for.

MM- Deb, who is the service learning person over in Hagg Sauer?

DP- Donna Pawlowski, Speech

MA- She has a connection with people involved in service learning at the institution I was at.

MM- Is CPD involved in this? It seems like something Debbie Guelda should be involved in.

MA- This is linked to course objectives directly.

DW- I think this item was brought up in senate, nothing controversial.

MA- Participation is completely up to the faculty member.

MM- Are we willing to move forward and say once we have a charge for the taskforce, we will put out a call?

BSUFA Exec- yes.

FH- I will go back to Colleen and get back to you.

MA- I appreciate again that we can move forward to Item 12.

MM- We are going to combine 7 and 17, we see that as same thing?

(Review/evaluation of administration)

MA- I'm surprised we don't already do this, that anyone on admin holds, and have no objection and have already begun process. I'm surprised this isn't being done already.

SC- We agree and think this will be a positive approach.

FH- This has never been done before?

SC- Not recently. We would propose, we draw parameters from both sides, and we agree on and go from there.

MA- I am surprised it's not already here. Not reinvent wheel, look for instruments

MA- 12. Structural program

SP- This is the international piece.

MA- It's my understanding, and evidence supports this. First, I believe that international is very important for our faculty and students intellectually important. However it's piecemeal on campus, and seems to be everywhere. Because someone has a good idea and they go for it, but we have to have a way of organizing that under a single office, so that connections are made and supervision is proper. I've asked Cherri? Who is our international person, to give me an outline and understanding where all things are international by third week of October. By no means to end it, but to organize it more completely. There are few areas on campus where you're more exposed to litigation, and it's international and you have students traveling. We need to make sure things are done well and packaged well. Lots of logistical issues. We need to consider liability while at the same time making sure that faculty, staff and students can do it

SP- We have two groups- one to Belize and one to South Africa. Should we wait?

MA- Not if it's going to delay, can work with you directly. My first step is to make sure I know what you're already doing.

SP- Side bar- David Ahn? Is going to be here October 5th and leave that Friday, do you want to arrange a meeting?

MA- Absolutely.

MA- When these program are personnel dependent and the personnel changes, that is when you run into problems. I'm making you aware that we are trying to bring under one structure.

13. Transfer pathways. Ma- my mistake, wrong union.

SP- Can I bring it up anyway? I've been sitting on the transfer pathways, and last year we had nursing and somehow we fell off that.

MA- Are you volunteering?

SP- I can't because I was told I'm the wrong union.

MA- Can you find me the name of the person? I don't care what union you are, we need to be represented.

SP- The problem with nursing, we have the main curriculum, statewide and now a third where we do two and two- we have a three year prelicensure program, and if we have to abide by this transfer pathway, we lose.

SP – I've sat in two meetings now, but our 2-yr institution outnumber the 4 yr.

MA- They might say no, but at least let me try.

14. Sc- we are ok with 14, we understand it's purely titular change

15 AAR

Michelle

This is just a carry-over, we can delete number 2, and it didn't need to be carried over.

This is a proposal re faculty travel for those who participate on AAR on a duty day

DW- This went to senate and will be up again and we can report back

16

MA- this is a faculty choice that needs to be talked about. I'm pretty sure she picked it because it was my birthday. I would like to argue that faculty might want to attend and be a part of it, be a processional, but it's not our call to say that classes are cancelled. Is up to faculty. As far as I am concerned they have permission to cancel classes.

We would really love for faculty and students to attend

SP- Full regalia?

MA- Yes, please.

MA- A message to faculty will be coming, now that we've brought to your attention.

MM- We will bring to senate.

DW- If there's anything that you have noticed that falling through the cracks in current situation, please bring to our attention

MA-It's all going very smoothly as far as I can tell.

MA leaves meeting

Facilities update. KS.

There was concern about memorial. Last year we didn't have one of the steam pipes insulated and it gets very hot. That was completed. Hopefully no more problem.

Over winter break in memorial there is also a hallway where a door should have been punched through for emergency egress. We wanted to make sure that contractors were done and then we going to do

ourselves. Bill Joyce, Business is aware of it, David Massaglia is aware because it's going to go through the wall of his office.

KS- Turning on the heat next Wednesday. It's either on or off, and it will be on from next Wednesday, if we get a hot day, it will be hot.

Bonding. We didn't have a bonding bill in 016. Anything that was on the list for MnSCU is moving forward in 2017 as is with inflation. Is also time of year we have to submit 2018 plan, so for that they don't want to take any chances if there's a 2017 or not, so we have to submit the 2018 and we changed the scope to include acoustical updates in Bangsberg to include practice rooms, black box theater and the band concert house and faculty studios. That's going in the 2018 bond, if there is a bond in 2017 we will then hurry up and try to submit a 2018 for only the Bangsberg acoustical upgrades. We will know more as we move on. It's been a challenging year without any bonding.

MM- any questions on positions?

KS- for positions that you will see out there on Monday there will be one open in Special Ed and one in accounting, I belie assist/assoc in Special Ed and same in accounting. Four others in the hopper that will go out following week. I will send you the four in the hopper.

MM- are these new?

KS- These are all replacements.

KS- Just so you know, you'll see three administrators too, on 10/3. First one is 360 director, then interim dean of student success (Mary Ward's position), and also director of housing (not admin, is musaf)

MA- We'd enquired about the timeline for getting the "interim tags' off positions. We did note that the current structure was never brought to M&C and was done in the summer and the potions were made, and should have been brought to M&C but wasn't. We asked about it again, and he said the structure was working quite well, but seeing as though you're advertising them....

KS- Until 6/30

MM- So are we maintaining the current interim structure?

FH- This is something that I'm grappling with right now, interested in your feedback and from other unions. See handout) I'm providing the structure as it exists today and from my perspective it is very unwieldly to have all of these people reporting to one person. There's close to 10 individuals who report to the provost. I'm used to a model where you have assistant/vice who had larger area of responsibility, but reported to the provost. Is one of the things I'm looking at to see how we potentially shift to see how they report to the academic VP?

Also, need to sort out what do you do with the two dean positons that were split apart? Student development and enrollment? Current structure that we have now. The feedback that I've got so far is that having two dean structure is effective, but looking for feedback.

My thinking to date is that we maintain a two dean structure rather than go back to VP structure and on dean that is now the dean of student success.. It's confusing... makes more sense to have a dean of students and then potentially a dean of enrolment management/enrollment services, with reporting

lines as you see now but I also have some concerns where our Title IX reports and right now it reports to Deb Peterson and she also has affirmative action and accreditation... is too much

MM- When that position was drafted, we talked about this it was never the intent for the position to carry all of those roles.

DP- Patrick had those duties and then were relocated back with me. Mary ward did have Title IX associated with her position. The diversity role grew into that position

MM- Doesn't 'make sense to have affirmative action and title ix together

DP- I'm happy to talk about this. Part of the reason martin asked me to take that on, because I had experience doing it

FH- Move forward with hiring. Keeping student affairs linked with?? Makes sense. The question I'm asking myself and seek input- where does the dean of enrolment services fit in the reporting structure? Direct report to provost or president knowing how important it is to the organization as a whole.

Seeking your thoughts on what has worked well and what has not, and where would we make changes

MM- Your goal is that Mary Ward's position be converted from student success to student affairs??
Missed this

Would there be a cost difference?

Ks- There would be a cost difference

FH- The other complicated factor- chief academic at NTC, but he had been a VP here. We haven't replaced that here. We are looking at creating a vice pres. provost at the technical colleges. We also need to think about where all of those people report. Optivation, dual reporting line, Angie Gora etc., where do they report? You can't just add those three people and add to direct reports.

You can't have that many direct reports and do it right. Are there some that could report to the academic deans? Those are some of the things I'm asking for your feedback

MM- Our deans are overworked, especially in CAS

FH- The provost and I are talking about this already. There's 96 faculty in that college. So do we create another college? That's another consideration but that needs to be part of that conversation – what does it all look like? I've been here long enough to understand some of this, but not all of this.

SP- The School of Nursing- originally included NTC and BSU, if that's considered as being reconstituted, then nursing at NTC would come under that college and then?

FH- I don't think that would happen, but they're accredited differently, and if they become part of the school of nursing seems odd to me, but maybe I just don't know enough about it yet

DW- Are you asking for a small group of faculty to work with you, or are you asking us to take this back to senate?

FH- What feels like the right process?

DW- This could get touchy with lots of people

FH- (Said a really good question and I missed it)

DW- Could perhaps open a survey monkey question and open it up

DP- I recall the last conversation about college creation

DW- I think we need to be careful about how we go about it

DP- Doug could put together some questions.

DW- You could ask some very pointed questions

FH- Does that work here?

SP- It would be a really good idea, allow people to express opinions, and be anonymous

CT- How many deans are there now?

FH- Three academic deans, two students, one at NTC, and assistant dean at CAS.

MM- I title myself the BSUFA data monkey. We currently have 11 faculty tied up in overload and 20 tied up in adjunct. It adds up to about 35 or 40 faculty positions tied up in 65 overload unit – miscellaneous rate I would argue there's variance from the contract with those courses but we haven't explored those formally ever. It basically comes down to the underutilization of the faculty here at BSU. At the end of the day, we have 60%+ in overhead and is a disservice to students. Part of the rationale for that is to force the hand of the administrators (previous) to reinvest in the education of students. There's an obvious need and it does come with dollars attached and given the allocation we have, where are we going to put our resources we need more faculty our programs are stretched, it hurts our deans. A lot of that work is trying to fill classes. It's hard to get faculty, because just don't have the capacity to do it I would like to have an informed discussion as we need to have dollars attached to these scenarios how much would it cost to move this way or that way. We always hear from administrators that we need to create efficiencies in the way we teach. We are highly efficient.

FH- So what are the suggestions?

MM- I don't have the suggestions. I think we should take this to senate

CS- What mark is saying is that the national average is 50% range, and we are way down from that. All we are saying is that there's a great lot of overhead, and if we could be more efficient

FH- That is my goal, this is not efficient

MM- Is there a way to monetize this so that we can get a dollar amount?

(By this, he points to existing structure, on spreadsheet)

MM—We've NEVER had that (dollar amount to how much things cost) we've asked for it. If we take this to senate, they're going to ask we invest in instruction

FH- You tell me what we stop doing from here so that we can improve

Sp- We basically have an OSI position tied up in background studies, and it looks good to say tis positon costs this much, but what responsibilities and why is it important what does it bring in? It gets to be a really complex issue.

AH- There are a lot of green boxes going to MA and there don't seem to be a lot going to randy. Curious as to why some academic affairs things aren't going to randy. Tramlining things like that is a good way to start, vs adding extra position

CT- How long do these interim positons last?

FH- First we have to work out what it is we're searching for. First we are searching for a provost and once that is on board then we can go and search for next.

MM- If it makes sense for Randy's positon to be associate rather than assistant, and turn accreditation duties back to that person, then that might make sense. We're not unreasonable to come back to faculty workload and the amount of dollars that comes back in to the instruction of students

FH- We have to do a provost search I committed to ma for one year and we need to do that in a timely manner or we miss the window to hire a quality person. I need feedback in certain time.

MM- When do you want that?

FH- Do you have the timeline? Attachment E. I'd like to get position descriptions pulled together by early October and would need to get feedback in the next week or so if I'm going to do that.

DW- I'm going back to my original suggestion of a survey monkey and if you could give some transparency to cost, that would be wonderful

FH- It's something we have to look at. This type of reporting relationship is too much, we need to make sure we don't kill our provost. If you have 14 people reporting to you that's a lot. 8-10 is a comfortable amount. We will also be requesting membership on the search committee. Will be soliciting members for the search committee.

DW- If you put together a survey instrument, put a little blurb about what you're after and perhaps a link to this document (green boxes handout)

2. Budget update.

KS. Report n finance and sustainability. I wanted to bring this out, the point that by 2025, if nothing changes, it appears that the system will be 66 million or more in deficit spending mode.

One of the different things we're doing is the hr. hubs. We aren't sure what that will mean locally. Will happen by 2019, faculty will be the first ones to go over to the hub, supposed to be in place by January 1, 2017 to take over the faculty side of it.

MM- Are we going to have local reps in HR? Carol Hess is wonderful.

KS- We don't know what these hubs are going to be doing. We don't know the costs that are going to be put back on the institutions by these hubs. Over the next few years will be seeing some natural attrition in HR and we will just have to see how we go from there.

We don't plan on reducing, but we don't know what the budgets are coming in at.

MM- I think the faculty in general would agree that we need local hr. people

KS- We just know what's going to go over; we don't have any control over the changes.

SC-We are lobbying the legislature to have MN State decentralized. Too much duplication in St Paul.

KS- Unfortunately that's not the direction in administration we're being given. Our hr. hub will be located in Virginia.

MM- I can't imagine campuses are going to be happy to lose their hr. staff

KS- There will be some hr. staff here.

KS- So sustainability issue. See two types of financials. The cash side and the accrued side only the cash for the general fund, not include residential, Hobson etc.

I want to walk through the worksheet with you so you know where we ended up in fy16.

We have auditors on campus on Monday, don't be alarmed is normal practice.

Across the top, see cuts, R&R, total, leverage. Right now we have some things that are crossing through the fiscal year or that would have all been zeroed out.

On left side see totals.

State appropriations. From that we received \$\$ and went into general and R&R. (renovate and replace, you don't see this stuff, happens behind walls etc.,)

Other includes 80/20

Bottom line we are deficit spending by 1.7 million, this is difference in general fund in cash.

We have \$11.7 million in reserve that we can use for investment, but if we keep pulling that 1.7 out every year, it's not going to go very far. Keeping that in mind, that's how we are ending up cash for FY 16.

AH- why is the student tuition in parentheses. Why didn't that get backfilled by endowments?

(Economic nerd discussion ensues)

MM- I don't see any transfer of funds to ntc.

KS- We stopped doing that

MM- what was their financial situation?

KS- From memory, I think it was about 260,000

MM- better or worse than previous year?

KS- Better. You can see what my goal is. Our goal is to try to keep going down.

AH- this is everything and we had a 1.7 loss?

KS- Only for general fund

AH- what's not included?

KS- Resident, rec center, Hobson,

KS- As we look into Fy 18 there's a lot of parts and why I don't have any hard numbers for 18. We know that Election Day is coming and in MN is up for both houses being re-elected. MnSCU is now putting their request together for funding for biennium. After the election, they may change their mind but right now is looking like 143 million. With everyone new, we don't know what they'll do with tuition.

We don't know what the legislative session will bring us in 18. The other thing is contracts. Everyone's contracts will be up and who knows what they'll settle for. The other part is that for the past 20 years we have had an allocation formula, and this is the way the \$\$ was distributed to the institutions and this is under review and a new one is out there but hasn't been approved yet, and we don't know what's out there. We don't know how it will go yet.

DW- Does BSU have a voice in this new mode? How does it work?

KS- They've been working on this for quite a while. The CFOs have been asking for the financial runs, but they're at the conceptual level right now.

So stay tuned.

Enrolment-

FH- There hasn't really been a lot of change, since we met, and the next enrolment report is out next week, so if you don't mind, that's my report..

Diversity

DP- I think we were expecting a report from IFO and ?

SC- We think Chris was supposed to do this and we aren't sure and we haven't heard back yet

DP – Attachment A. we are trying to improve where we are currently at in terms of diversity. We would like stronger attention to be paid to search advisory committee composition. I will be paying attention to this and if I don't think it's diverse enough, I will be asking to put someone on vs taking someone off. It's always better to have more diversity. I won't be asking for specific people, or that you must have a minority faculty on campus. Just pay attention to the different types of diversity on campus. Many different types of diversity on campus and take advantage.

MM- Shall we take it to senate?

DP- Yes, certainly take it to senate

MM- And we will have feedback for you next meeting, but not before

Attachment B

DP- Towards bottom, bulleted points. You're going to be most interested in who will be on committee and what I'm asking of faculty. Turn to last page, looking for IFO members to be on committee and it will be fairly large committee. I'm looking for a call to be extended as soon as possible

MM Senate meeting on Monday

DW- if ?? gets passed? CHECK WITH DEREK

MM- Once it gets approved then Lainie can do a call

Off-List References

SC- We think it's a bad idea.

FH- This is the first I've heard of this, from the Mark Carlson perspective I have never not done blind searches in faculty searches. It's bad practice NOT to do it. If someone is withholding something and you don't have the ability to talk to the person who has the knowledge, you're setting yourself up in the future.

SC- We've never heard of that for faculty.

FH- It's common practice

SC- AAUP concurs, never heard of it

FH- I'll do some research, but off-list reference checks have been the norm. To me, it's unheard of that you don't NOT do this.

SC- It's an invasion of privacy.

MM- We need to communicate this to senate. And they'll ask us what problem is on this campus that this policy solves

FH- Never made a bad hire? We'll look into it a little further. In other institutions this as a practice has prevented a very bad hire. By not doing it, this could set you up for something worse. One of us will have a conversation with mark Carlson and get back to you.

CT- What kind of information are you seeking? Personal life?

FH- Professional life. Professional references. Your ability to perform your duties. Professional life

CT- Could call my bank, my ex –sister in law

FH- No, professional references only. If someone leaves a job and doesn't list their department chair, you need to be able to ask that person (chair) the same questions

CT- I don't know that I want my chair looking around, so there's a reason I didn't list them. So why can't you ask the applicant to provide additional references.

Mm- Totally true. When I moved here, was from junior tenure track position. If it had been the case where they were going to be asked, I would have withdrawn my name as I wouldn't have wanted them to know. Speaking of diversity- how does this impact women, LGBT, internationals. Maybe the person is leaving previous institution because they're being discriminated against and that institution has a different view and you're now eliminating them'

FH- thank you. This is the best argument you've brought to me

DP- this is better than social media checks

Everyone- these should not be done.

MM- this should be a training issue

DP- I emphasise in every training we have- over 30 times last year

MM- We will bring it up at senate – re social media

DW- This is a work in progress, do you want this document taken to senate?

FH- Let me check with MA

CT- We know this goes on, someone knows someone who worked with them, but this (what we are talking about) is admissible

DP- Always ask for additional confirmation about negative reports. I would envisage that this be done well

CT- But this language doesn't say that

DW- Can we change the language to reflect that?

FH- It's common practice from where MA and I came from (WI and NE).

AH- The biggest problem we have is the time it would take to get this done.

Everyone agrees searches are too slow and that searching for faculty in June is ridiculous

DP- Search and advisory training events. 2 events, hoping for wonderful attendance. Will have some more later in this semester and some next semester.

Two diversity announcements. Week of homecoming. Indigenous persons' day- usually Columbus Day, activities taking place

National coming out day October 11, working to find a way to celebrate that.

Charting The Future

FH- This is a query for feedback. Four work groups that were working last spring that put forward recommendations. Am asking for feedback on three questions on back of handout. Questions for review- how does each set of recommendations fit and/or not fit....

My question is how do you want to do this? Can send email?

SC- This seems fine to me

FH- And specific feedback from the advising people? Deb?

DP- I can excerpt the relevant parts and try to point these out to Steve which items they are

FH- This has a turnaround time of October 14, and will have Jackie send that to Steve

10 Strategic Planning

FH- We have one that sits on the president's website that doesn't really get implemented. Would you agree? Not agree? How has that been done in the past?

MM- The faculty were involved in that the exec was involved with that. We came up with policy and recommendations. It sat there, I don't know. We put a lot of work into it, I wouldn't want to rework the thing,

FH- It's at the end of its cycle.

MM-Well, we could change the 6 to an 8.

General laugh

MM- Seriously. There was a lot of work that went into this. It was a PROCESS. I would hate to do it all again to just stick it on a website.

FH- Are the assumptions still relevant?

KS- Maybe it just needs to be reviewed?

FH- We need to figure out what has been implemented of the plan and then what needs to be done to move forward

MM- The only part that's been done is the redrafting of the mission and vision statements.

FH- Different environment from 13/14, to today. I'm used to a process that's a living document rather than something that you develop and then sits on a shelf. The strategic plan ties into everything. If it's not vision and forward-looking you're going to flounder, one of my intents is to try to figure out what was done with the SP we currently have, and then move forward to plan for the future. The process is what's going to get you there. This is something I'll be looking at in the spring semester, but between now and then looking at what was done with this plan. I'm hearing that not much was really done with this in the past. Accreditation in 19 is going to be very concerned about out plan.

6:15 adjourn.