

# Meet and Confer

## April 26<sup>th</sup> 2017

**Present:** Steve Carlson, Elizabeth Rave, Derek Webb, Michael Anderson, Randy Westhoff, Deb Peterson, Faith Hensrud, Karen Snorek, Michelle Frenzel, Megan Zothman, Andrew Hafs, Carolyn Townsend, Lainie Hiller

**4:05pm**

### OPENING QUERIES

#### **1. Retrenchment**

MM: Are you considering retrenchment?

FH- not in the terms of retrenchment as written in contract but are considering non-tenure-track appointments.

MM- so fixed-term

MA- fixed-term, adjuncts, not looking at probationary positions

Mm- have you discussed this with Chancellor?

FH- no

MM- do you have a timeline?

FH- no, anyone's guess, maybe in May. Have been told can occur later, hoping not Sept. We are in a holding pattern.

MM- looking at options in June for next AY? For the 2017/2018 AY?

FH- yes. Depends on where the budgets fall and where can make reductions, lots of things up in the air

MM- will you be giving this body a heads up?

FH- yes

MM- potentially a M&C over the summer, you would call

FH- yes

MM- we gave you a series of motions that passed BSUFA senate, at the last M&C, have you had a chance to look at them?

FH- making progress on it, not at a point with all info, have definitely discussed #3, re early incentives and separation, but we had previously said we weren't doing them this year. As to questions re other sports divisions, I do know that the Athletics Director has prepared some info, but he's still travelling and can't be here this meeting. Will leave it to him, to let you know how best to discuss this information with you.

MM- I don't know what you mean by that?

FH- these are really complex questions

MM- we are academics and we can handle it

FH- yes, and you're doing really well.

These are significant questions and the benefits that athletics provide an institution are significant, you can't just say the savings that will happen, if you went to Div. 3, there are multiple issues that come into play, different conferences, travel costs, timeframes to phase out of Div 1 etc. it's not just a simple questions of how you get to that answer.

DW- my suggestion would be if the AD can have a talk before the last duty day, with the finance committee

MM- Sanford lease allows for renegotiation of the lease for financial purposes.

FH- will contact to talk before May 9<sup>th</sup>, last duty day. Couple of other things he can share with you, Lakeland public television and what we are getting from it financially. Right now the broadcast is for free and stopping people going to the games, we don't get anything for that. Lot of complexities

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

MM- are there any faculty under investigation?

MZ- one

MM- what is the nature?

MZ- no answer

**3. Have any investigations been completed? Results?**

MM- any investigations been completed

MZ- no

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## **UPDATES**

### **1. Facilities update**

KS- not a lot, but we will be working on Benson 115, new carpet, new seats, new tech, new ceiling, and brand new room, so please look at it and get scheduled.

Capitol bonding, we all know where that is. There are two lists out there right now, two different amounts. One thing on BSU is energy control management, and about 4.2 million and we're lucky we are securing that and that would mean for NTC a new air handler.

RW- remodeling a biology lab, relating to a grant that they received.

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## 2. Positions update

MZ- positions still in committee, all in committee, couple might fall over last Duty Day, clinical experience instructor coordinator, PEDL position, nursing, sociology, anthro, English fixed-term half time, 2 math fixed-term, (RW- one has accepted, one close to being offered), sociology probationary, CJ fixed-term, 2 English FT fulltime, indigenous studies, psych, (RW- they are hiring two fixed terms), psych probationary failed, so doing two FT, assistant women's basketball, assistant men's basketball, assistant men's hockey, assistant volleyball, I believe that is all . assistant soccer going to be posted as of this week

RW- just had acceptance for speech, yesterday

MM- are the coaches 4-year fixed-term?

MZ- I don't know but I can follow up, it's usually negotiable at time of offer, don't believe that we tend to offer 4-year to assistant coaches

MM- the rest of the fixed terms?

MZ- I believe everything FT is a one-year

RW- I think so too

MM- one more interim dean assistant dean of CAS- is that going to be rolled over to another year what can we expect with that?

MA- the dean and I are going to meet about that this week, we've both been gone for five days, and I can get back to you on that

MM- and however those classes are going to be backfilled if she's going to be in that position

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## 3. Budget update

KS- nothing

As we all know the house and senate and gov are still talking right now what I needed to turn in was the revenue account and funds, so that info has been turned in. Everything else needs to be turned in end of May. Will wait and see what happens. Also watching feds closely, some of our students' financial aid and other programs can be affected with possible Friday shutdown. Will be in contact with Derek.

MM- at the last M&C we gave a t-chart with reductions, on instruction and non-instructions, and Randy said you were working on something like that anyway, so wondering where you are with that

KS- we have a group and we haven't been able to meet for a couple of weeks on that, and we will meet after employee recognition about that.

AH- we want to be able to provide a nice and clear message to the faculty

KS- I'm working on that but we are not there yet

FH- the budget group is working hard to identify some possible opportunities for reductions, on instructional and non-instructional side, and once we get to point where can make recommendations they will do so to me, but they're not there yet but making good headway

AH- for the past few years I've been asking questions about GA – currently they get 24 credits, 6-credits per semester the goal is to get more GAs graduated. We are paying them very little compared to nationwide standard and then we ask them to pay fees out of that and then we ask them to pay 6 credits out of 30. That makes them have to go out and get other jobs and can't focus on their research projects. I'm asking if we can maybe be creative to try and find a way to support students; one idea is bio is allocated 10 GAs, and can we use those to allocate them how we want.

DP- are there any scholarships for them?

AH- yes, and they are pretty good about applying for them when they can

AH- that six credit is a pretty big burden

FH- so what are you suggesting?

AH- so if there is a person in English who only needs 1 credit, so don't hold them to those 6 credits, let those spare 5 credits go to someone else.

MM- let the dept. have a pool of credits

MA- we will find the right policy and get it to you

RW- who in the dept. makes those decisions?

AH/MM- isn't that up to the dept.?

DP- I would only be concerned with an equity standpoint, that you're treating everyone the same, international, men, women, white, coloured...

AH- there is a problem now, in the way we are handling the GAs

MM- the 6 GAs that are going to be reduced, what areas are they coming out of?

FH- that hasn't been worked out yet

ER- I thought at least in our dept. we knew how many we would have, is that changing?

RW- we will tell you

AH- we have offered 10

MM- we have offered 6. That's the number the dean gave us, we asked her

MA- Deans' council is Tuesday

#### 4. Enrollment update

MF- I didn't prepare a lot, retention rate already at 70.7% is earlier and higher than we have ever had, and this is very possible for us to reach our goal end of April. For returning students, who had started either as a freshmen or transfers and we are ahead of that, is because of the work that we are doing on campus, looking really strong. New transfer students on campus we are lagging just a little bit, the other thing we are seeing with new students is a phenomena that is hard to explain is they are just not committing, there is just not any urgency to commit. A lot of it is tied to accepting a scholarship, but it seems as if every year parents and students just wait.

The other thing that will come out next week is information about our Beaver Success Program, one that MUSAAF have been doing, going to roll out campus- wide for any employee. Work with up to 5 of our incoming students on a mentor one-on-one.

Dw- summer enrolment

MF- good question, we are behind slightly

MM- down 3.5%

MA- we are 5 ahead of last year at this point 1907 head count, 1902 last year.

MM- just remember that increasing class sizes is increasing the workload of faculty. Increasing number of credits and increasing the number of students increase the workload of faculty. It's happened in the past, we end up teaching a free class.

MA- I'm not aware of anything like that

MM- it's happened in the past, and I just wanted to mention

MA- I'm thinking of 5

MM- that's a reasonable number, but anything more. It's happened in the past notification comes in terms of your class is going from 60 to 100

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### **AGENDA ITEMS**

#### 1. Strategic Plan Update

**Carry over item President Hensrud**

FH- town hall meetings

Two sessions: one had 35 (morning) 60 or so in afternoon. We recorded, and put together an online town hall meeting, so people who couldn't go could provide feedback. We had 45 response for online town hall, fairly good participation. Will have a meeting on Friday, to look at themes that emerged from these and other sessions. In addition, Michelle and Doug have been working on identifying some comparable institutions and our intent to have another meeting with our consultant to work out where we are in emergent theme areas and planning our next steps. Couple of meeting in the summer - back into in summer

MM- do you have BSUFA faculty on that?

FH- we have four who are and two who are not, talking about compensation and what needs to happen on that. On track for plan in December.

MA- we could address another agenda item. The IPEDs comparison data. Is on our agenda for deans' meeting on Tuesday. (Handout)

MF- we asked IPEDs to pick our group and we wanted to narrow it down to a more manageable group.

MM-any questions on enrolment or ...

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## **2. Charting the Future Update [Attachment A & B](#) President Hensrud**

FH- charting the future. We have individuals who are tasked with making what headway we've made since last meeting. There are certainly areas that remain to be worked n system wide, and even as we develop our own strategic planning progress.

## **3. Campus Compact Civic Action Plan [Attachment C](#) President Hensrud**

FH- last year, Hansen signed action with national campus compact and civil action plan. I have a lot of background in this, and believe in this highly. We don't have an inventory of engagement and service, and we need to get this completed as we are working on this plan. I've asked them to include it with our strategic planning documents, we either reaffirm our commitment or was say, no that's not us. In the interim, I would like that inventory to be done so that we know exactly where we stand. We will be looking at moving forward this next year.

MM- is the strategic plan to be presented to this group to take to senate

FH- I would expect to. We will probably do this in iterations, see what directions we are heading in by October at soonest, I think we need to talk about what is the best way to roll this out to different governance groups and looking for feedback on how you best think we can do that

MM- if there are any changes to policy, that needs to be run through M&C, and go through senate, and that BSUFA would have an opportunity to respond.

FH- likely we will have some more town hall sessions as well, but what I'm hearing is it should come through here as well?

MM- if it involves policy changes, if not, is just an FYI is ok, but either way faculty would like to talk about it

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## **4. List of all Directors for fall [Attachment D](#) Derek**

MM- list of directors

RW- right now this lacks detail in a lot of places, because some things have not been determined completely. There are positions that are still being hired that would get reassigned time.

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**5. Build into M&C starting in fall 2017 strategic plan updates (supported by consultant) Carry over item Derek**

DW/FH just a standard agenda items

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**6. Summer Investigations Steve**

MM- Some investigations, is a carry-over from our meeting last fall, we asked that some investigations be put on hold whenever possible we know that sometimes situations are such that investigations needs to move forward, and that's fine, but if they can wait, we would prefer to wait, as it impacts people's time over the summer.

MA- is there a criteria at which a threshold is determined to hold over?

MM- any rational person would be able to determine what would be a reasonable threshold

FH- faculty being witnesses, investigated?

DW- yes

MM- this is the same request we made last summer, there were a handful and we were quite busy

DP- there is kind of an investigation, that would be involving a student and a sexual violence and that has a specific timeline, Title IX, 60 days to adhere to a timeline. I understand from your perspective, but you're dealing with people's lives and emotions and potentially screwing with their lives.

MM- we will not challenge a single one that you tell us is necessary. It's the same request we made last fall. Union reps don't need to be paid.

DP- I say this with all sincerity, that everyone will treat everyone with respect and we will have an investigation-free summer

DW- I'll bring it up in senate

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**7. Letters of Expectation Steve**

MM- letters of expectation this has popped up every year in every college and department and we have never been presented with a policy re letters of expectation. I would argue this is a contract violation and a matter of negotiation. Any new policy must be brought forth at M&C prior to implementation. We have found out about this by faculty telling us. If you want to conduct these letters of expectation, you need to have a formal policy that we can take to senate and we can debate at senate, at very minimum I would ask that any current letters of expectation on dean's files be expunged as is not contractual. If I have to fight another way, I will, and we are working with some faculty, but would be beneficial to start at ground zero, next AY, bring us a formal policy and we will take it to senate and we will talk about it. I'll be meeting with MA about it next week, FYI, there are a lot of problems about these

MA- we talked a little bit about these last week, and the alternative to these is to start discipline and the 3-step process

MM- ok, here are the problems that I know first-hand are happening. The content are being put into progress report responses that then go into personnel files.

MZ- coaching situation

MM- goes into the dean's files, new deans and still in files, new administration inherits and not knowing how to interpret can be possible to use these to skip steps in disciplinary process and I these stations is no different to jumping to these steps. Those are my problems with it. I would argue that this is a parallel process that's not in the contract. Charis are coming up to me and telling me they're even told they're getting them, and for years we've been solving these issues by conversation, and now it's written

MZ- is it no-one knows what the letter is, and now they're getting one?

MM- it's not easing anxieties, and if it's being used in a coaching way, that's NOT how its' coming across

DW- should letters of expectation have content on the 5 areas of review, or not. Different ways they're being handled, and lineage to the progress report

MM- problems I'm having with them are what we've been encountering this AY. We need a policy- how long they' in a deans file, how long they're being held, how being use. I'm asking formally for them to be expunged from current files

DP- let me ask, in some of those situation, deans or supervisors have resorted to a letter of expectation in lieu of doing an oral reprimand, would expunging then give deans reserve the right to issue an oral reprimand

MM- I would argue no, because it's not our mess up to implement a policy that didn't go to M&C

AF- if it was severe enough to warrant an oral reprimand, they should/would have done so at the time, and made the decision not to at that time, so isn't fair to do so now.

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## 8. Data request – Adjuncts

[Attachment E](#)

Randy

DW- the new adjunct form, is getting traction state-wide. We are setting the bar.

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## 9. Academic Calendar changes

Randy

RW- we are not planning making any changes to next year's calendar, the one that has been up since 2014 will stand. We are going to align spring break with NTC, occurs 9<sup>th</sup> week of spring calendar. Also increasing number of teaching days, one for each of the two semesters. I looked at all other state university calendars and will expectation of south west, no others had duty days with no teaching classes. So I think these changes are appropriate.

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## 10. Timelines

[Attachment F, G, H, I, J](#)

Randy

RW- basically we just moved the dates to the corresponding dates. It's one day off to this year.

AH- probationary tenure need to turn in their reports much earlier than tenured, and that doesn't make any sense

RW- that's a contractual thing

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## 11. 2017-2018 BSUFA meeting dates

[Attachment K](#)

Randy

MM- can we approve them now?

DW- I'm fine with them

MM- I'm fine with them

DW- approved with caveat they're all Wednesdays

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Memo of summer grievances for abeyance

MM- this is a contractual thing, we can say this.

MM- summer searches are we going to have any?

MZ- we have searches that will go beyond the last duty day

MM- in the contract, it states that duty day activity on non-duty day will be determined prior to it happening. What happened in the past, is that faculty would do all kinds of work (about 9 days) and end up with about 1 day's pay. Contractually has to get decided prior to the work being done. Needs to happen before, not after.

MZ- I can put this component on the radar. There are a few that will fall in the summer, but really nice work on the searches.

MM- are they going to reimage all computers on campus?

KS- do you mean to upgrade/refresh? Talking about processors upgrade

MM- to wipe programs on them

KS- yes

DP- all lab managers have received this email

**5:21pm** adjourn

Respectfully submitted, Lainie Hiller