

Meet and Confer - April 29th 2020

Attendance: Derek Webb, Steve Carlson, Keith Marek, Lainie Hiller, Mike Murray, Jan Heuer, Meredith Kehoe, Dean Frost, Allen Bedford, Karen Snorek, Faith Hensrud, Megan Zothman, Deb Peterson

DW- thanks for your leadership during this time

FH- it's been an amazing time

DW- Is the administration considering retrenchment at this time?

FH- not at this time

DW- are any faculty currently under investigation?

MZ- there is one investigation

DW- have any investigations been completed?

MZ- two completed, it was one faculty

DW- updates-

FH- my appreciation for what you as faculty have been doing since the beginning of the health crisis, and grateful to the response and the rapid pace with which you've made adjustments to your classes in really short time. This is a tall task and you achieved it admirably. I'd like to say that's all we need to do and things will be back to normal in the fall semester and that's not likely to be the case. We have been asking through Academic Affairs for you all to begin process of planning for fall. With the possibility that we might not be able to have face-to-face status, and most likely not having a fall semester.. It's likely that social distancing will be the norm for fall semester in everything we are hearing both locally and nationally. Allen has been working with the deans, I'm a little bit concerned about that information making its way to the faculty. Thanking you in advance for what you're going to have to do next semester

FH- restructuring changes- you were all very much aware that last fall we had some great plans to do some restructuring mostly in admins and somewhat into institutions we've had a couple of searches that we haven't been successful with- AVP for enrolment management and student success. We are rethinking this position- bit of a pause with this position as we reassign some duties. Campus diversity officer position, we haven't had a successful search there, number of factors. Didn't have the pool of candidates, and looking at the short term and long term solutions.

Not moving forward with special assistant to president for FY21 and the new HR position for FY21. Will reassess going forward.

DW- question re diversity officer position- moving forward in short term, what do you see as the impact on the work on Equity 2030?

FH- everyone's asking that, and moving everything to online has been impactful for equity. There's a lot we need to rethink with that and system office is doing the same. It's a priority and will continue to be. We will need to put together a strategy the faculty curriculum development aspect on what that position was intending to do and likely to be looking at a couple of different scenarios and need

your input, maybe pulling a faculty member into a role that will provide some help. More conversations need to be had around that.

DW- I will reach out to you on that.

FH- strategic plan budget implications from COVID-19. We had some budgeted items, 5 priorities that we continue to focus on. It's a solid plan, but the magnitude of the external forces on us now, and every year you should revisit your Strategic Plan and see which items need to go forward. Enrollment, student success, diversity... those pieces must continue. Maybe there are some things we don't move forward on and some things we need to change.

FH- you should be seeing something soon for a call for some mini-grants for summer. We are providing an opportunity for faculty to put some of their best thoughts and practices and partnering with T&L, and library and ways we can be more efficient in work moving forward proposals RFP coming out, conferences in August. We have some funds available to be able to provide some small stipends for faculty to do that work in the summer. Is open to other bargaining units as well. Please reach out if any questions.

AB- that came out today.

FH- we want to hold a campus budget forum before the end of the semester. Want to present a bit of that to you today then looking at afternoon of 12th of May, after grades are due. Is that a good time?

MM- that wouldn't be a duty day, so participation would be voluntary.

FH- the afternoon of the 12th, so it should be ok

MM- oh sorry. Yes that would work

DW- one question- a message, what about commencement day, given we won't have that?

FH- we will not have all the information by then. There won't be a virtual commencement, but there will be some events on the 8th, so I don't know that will work, but we can take that into consideration.

JH- commencement- celebrating our students- for the faculty and staff that work at BSU. We typically have a very busy agenda when we are on campus there are a number of us that eat lunch at Wally's on Wednesdays and we've been continuing that on Zoom, and suggestion if faculty and staff could get in regalia in predetermined time and we walked across campus in our regalia?

FH- the gathering size limitations are a factor and we don't know what they are going to be at that time.

JH- thanks.

FH- tomorrow you will hear more about celebration for graduation and students don't want a "coronamentment".

KS- The HS project the artwork that is going to be on display and will be dedicated to the graduating seniors.

AB- course caps update- I met another time with joint committee for course caps, faculty members are bringing recommendation to senate to keep protocols as they are with major exception with not using the doable element of the protocols, and I would accept such a recommendation for the fall

semester, the committee plans to continue to meet, we would keep essentially the work that's been done to plan the fall semester?

AB- we have a MAP update that will be better served to look at in the fall, TP has provide this update and this conclusion is reasonable.

KS- Facilities HS- things are moving forward. Daily pictures sent to me, gym new lighting is in, library is under construction, 4th floor, Bangsberg carpet is ripped out down below up to recital hall. We have some issues in Bangsberg, \$\$, moving forward with HS and if you drive by the masonry brick is going up, concrete is poured and dry walling inside. Things are moving forward. CJ is moving forward too.

CARES federal stimulus, entire nation higher education received 14 billion, 7 bill directly to students and rest to institutions, we have been working on this for last three weeks and trying to identify who are eligible students, BSU will return 2.8mill. 1.4 to students and rest to us. Our lists are able to be pulled and we can get eligible students list and we should be able to get the names and awarding the students. The plan is to our students all eligible will receive a base dollar amount, those that are Pell eligible will receive extra. I haven't seen numbers yet, came from dept. of education that if a student as of last day of spring break, if students were exclusively online or international students they weren't eligible, so based on that I don't know new numbers. System was trying to make sure student would receive award from more than one institution. So that money we are hoping to send out maybe next week. The rest of institutional dollars we do not have a set of guidelines how they can be used and hat we do know is that we are eligible to pull down our 1.4 because we've already used our own funds to reimburse students up to this point- 1.7 res life hit for spring semester refunds that have already been sent out to students. Once we know more we can share.

The screenshot shows a Zoom meeting interface. The main window displays a PowerPoint presentation titled "BSU – Budget Projections". The slide content is as follows:

- Legislative Process**
 - Ask a member of congress to...
 - State legislators have a deficit if had been...
 - Result is no supplemental budget
- BSU – Budget Projections**
 - Prior to COVID-19:
 - Planning for a 3% tuition increase
 - Projected enrollment decline of 50 FYES
 - Projected deficit = \$456,000 on a \$60 million budget
 - Next Gen was included - \$418,000
- Tuition: Two Components**
 - Residential Tuition:
 - How much of residential tuition is covered by...
 - How much of residential tuition is covered by...
 - How much of residential tuition is covered by...
 - Non-Residential Tuition:
 - How much of non-residential tuition is covered by...
 - How much of non-residential tuition is covered by...

The Zoom interface shows 13 participants in a grid view on the right side. The bottom of the screen displays the Zoom control bar with options like Unmute, Stop Video, Invite, Participants, Share Screen, Chat, Record, Reactions, and Leave Meeting.

You are viewing Karen Snorek's screen View Options Speaker View Exit Full Screen

Launch Meeting - Zoom BSU FY21 Budget meet Launch Meeting - Zoom BSU FY21 Budget meet

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PowerPoint BSU FY21 Budget meet and confer april 29 - Saved Single Line Ribbon SA

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Fiscal Year 20-21 Budget Update

Legislative Process

Prior to COVID-19:

- Estimated \$1.5 billion state surplus
- MinnState submitted a \$54 million supplemental budget
 - \$39.7 million for tuition subsidy
 - \$14.5 million for Next Gen

Slide 3 of 20 English (U.S.) Help Improve Office Notes 56%

Unmute Stop Video Invite Participants 13 Share Screen Chat Record Reactions Leave Meeting

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Legislative Process

As a result of COVID-19:

- State surplus turns into a deficit (it had been built on projected revenues)
- Result is no supplemental budget

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Speaker View Exit Full Screen

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5 BSU - Budget Projections Prior to COVID-19

6 Tuition: Two Components

7 Employee Compensation

Tuition: Two Components

Enrollment Projection

- Prior to COVID-19: estimated flat to -150 FYES (undergrad)
- After COVID-19: estimate 15% down which is approx. -566 FYES (undergrad)
- Flat enrollment for Graduate

Tuition Increase Projection

- Prior to COVID 19 estimated 3% increase
- Currently still budgeting for 3%

Probability of 3% tuition increase is becoming unlikely (May BOT meeting)

Slide 6 of 20 English (U.S.)

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Speaker View Exit Full Screen

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- Proposed deficit - \$456,800 on a \$93 million budget
- Need item not included - \$418,900

6 Tuition: Two Components
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7 Employee Compensation

- Most employees offered salaries 2-4% increase for FY21 approx. \$1.4 million
- Administrative salaries are frozen for FY20 and possible for FY21 - \$42,781 reduction (average)

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9 General Fund Components
Required Revenues

10 General Fund Components
Dedicated Items

11 Definitions of Fund Types
Revenue Fund

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General Fund Components

Dedicated Items

- Those items that if the budget is not used in a given fiscal year must be carryforward into the next fiscal year – mostly student fees and contractual obligations

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10 General Fund Components
Dedicated Items

11 Definitions of Fund Types
Revenue Fund

12 FY20 Year End Projection
After COVID-19

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Definitions of Fund Types

Revenue Fund

- The restricted-enterprise fund, established by statute, for use in issuing bonds, managing bond financing, and governing operations of certain revenue-generating facilities at Minnesota State.
- Residential Life

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FY20 Year End Projection After COVID-19:

- General Fund – may still break even
- Revenue Funds impacted by COVID-19

2 other people are here

Participants: Derek Webb, Lainie Hiller, Megan Zothm..., Keith M..., Karen Snorek, Janet Heuer, Meredith Keh..., Steve Carlson, Michael Murr..., Allen Bedford, Debra Peterson, Faith Hensrud, Dean Frost

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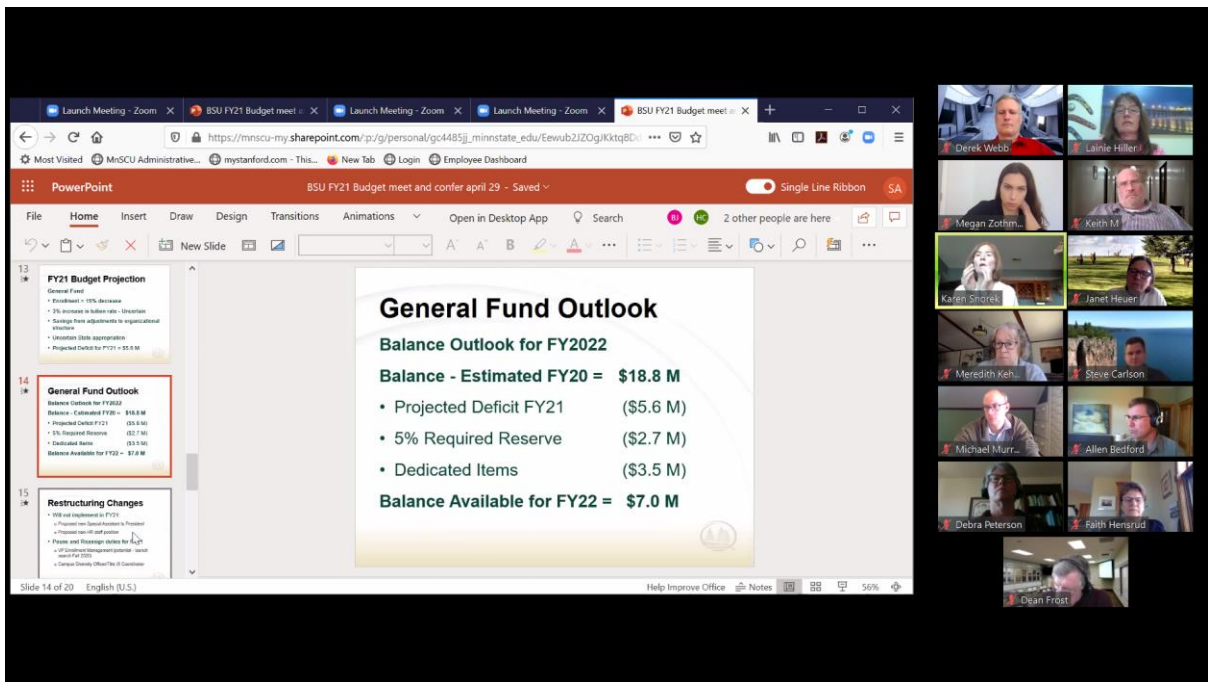
Slide 13 of 20 English (U.S.)

FY21 Budget Projection General Fund

- Enrollment = 15% decrease
- 3% increase in tuition rate - Uncertain
- Savings from adjustments to organizational structure
- Uncertain State appropriation
- Projected Deficit for FY21 = \$5.6 M

2 other people are here

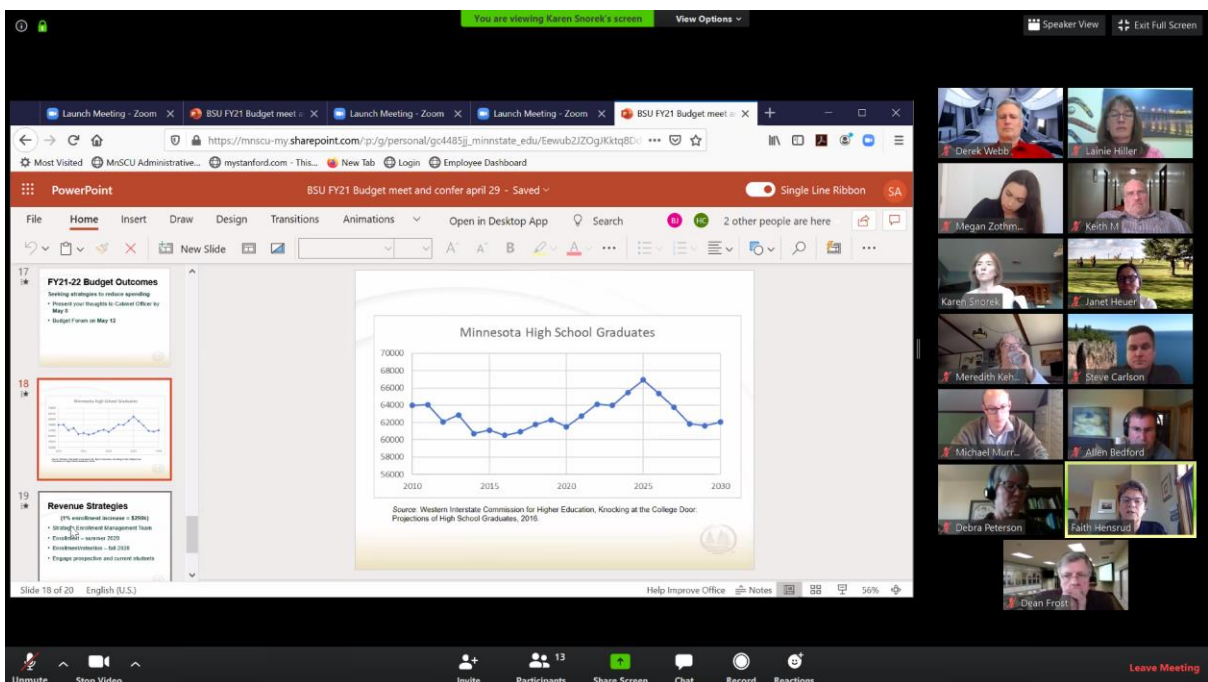
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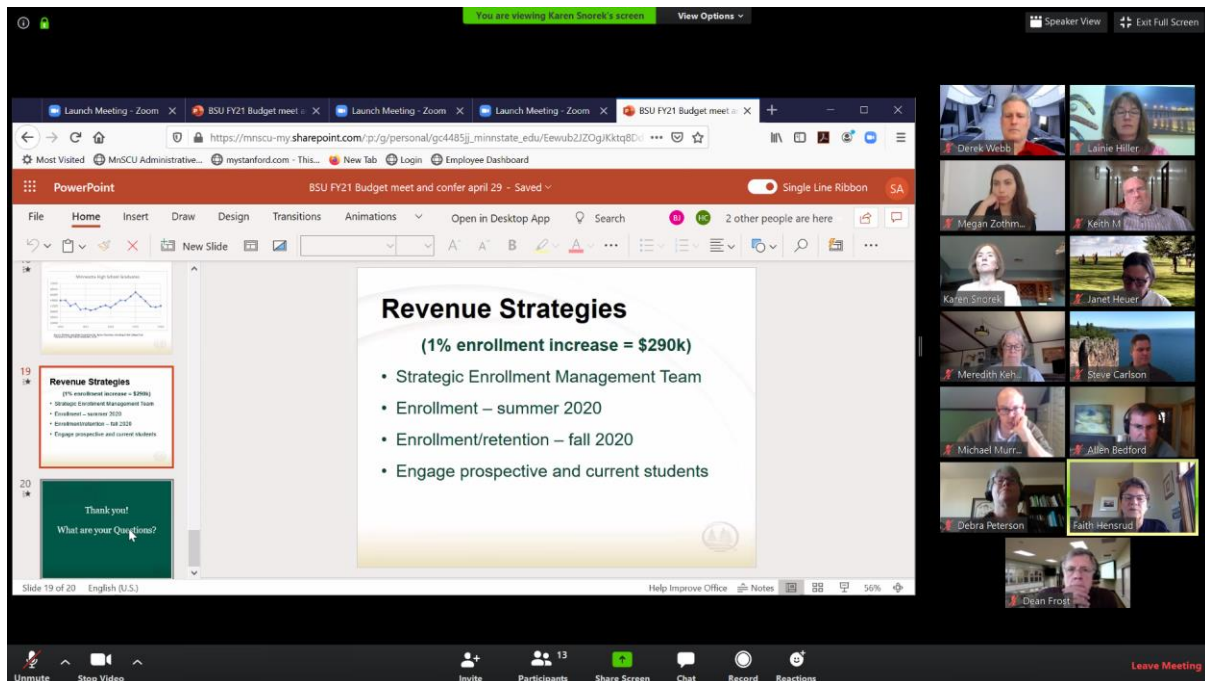
FH- the two positions that we aren't going ahead with, and potential new launch for the search late fall, diversity officer, Title IX, most likely to be able to launch in the fall.

FY21-22 budget outcomes, project deficit for FY 21 and right now we still have ability to influence that in a positive way, and several things we are asking to do- think about your own areas and think about ways you can have savings , maybe travel or purchases, and asking people to not point fingers but to look internally at own units and to work with cabinet officer to come up with some solution, by May 8th, understanding it's a crazy time of the semester and anything by then is great, and anything after is very much welcome. And then budget forum on 12th.

Also sharing some trend data



FH- here's where some emphasis in a different direction and seeking some input from across the



FH- I hate to equate enrolment and number of students to dollars, but this purpose it works, and this indicates a 1% enrolment increase is approx.?

DW- 2 questions- 1. Can we get a copy of the power point or would you rather wait until closer...

KS- If I know some better things before May 8... Things change hourly

DW- 2. Re possible financial savings, will the deans be engaging chairs re that discussion?

AB- yes

JH- comment- faculty have been sending emails and reminders to students, responses I'm hearing and others I've talked to is that students are waiting to find out if it's online or on campus, so they're waiting, so we might see an increase as summer progresses when we have a better sense of how we are proceeding, or might see a decrease.

FH- our students are so uncertain about this and we ourselves just don't know.

DW- question for KS- agenda, NextGen has its own line?

KS- Nothing new on NextGen, but IT and legal are working through contract and supposedly at May BoT meeting the vendor will be getting a request, it will go forward with the vendor.

MZ- moving forward with bulk of searches. Just different format, seems to be working well, making offers. Couple of positons on pause, and reassessing the role of other staff on campus and seeing if we should be shifting people on campus, trying to be responsible with our hiring.

DW- CICH dean search?

MZ- we posted that one and we have shifted to an internal posting, I don't know the closing date to that but I believe it's already gone out. We would highly encourage people to put their information out there. I think it's only been out for a few days.

FH- congrats to all of the new officers.

DW- summer session adjustments

AB- for summer we have moved actual instruction in every single section will be not in person. There will be maybe 12 section in person that are coded in person, but that's for ...as of Monday we are 9.6 FYEs down compared to last summer. Would be nice to be at least flat if not up, but given circumstances it's not terrible.

JH- do all students enrolled in summer courses know that it's online and not in-person?

DW- re summer- will the summer campus access be the same as it is now? Re key cards, labs available for students that need them?

AB- the plan Sherry Laudemilt for summer access and it looks much like it would normally for summer. The plan going in the computer lab access will be much like it was last summer not as much monitoring for social distancing like this spring.

DW- fall semester

AB- emergency remote teaching. Over the last 3-4 weeks, the intention is to be in person. Layered on top of that there was a helpful article in Higher Ed about 15 options that campuses are considering and several that we feel would be doable here, I would love to get input from faculty. For example, if we think of the first year student experience in terms of the role of on- campus experience, so we would consider that we would have some segments on campus and others in a temporarily remote experience and perhaps our incoming first years on campus.

DW- summer enrolment?

AB- Dean Ritter has circulated a 2 weeks schedule....???

DW- Brent Jeffers, if a faculty members feels in the fall that they don't want to teach face-to face they can move forward and teach entirely online.

AB- I don't think there's a reason not to do that, and if the faculty wants to do that and the course can be online I don't see how we couldn't support that.

DW- thanks for clarity on that

DW- one more question on fall. What sort of efforts will continue into summer to reach out to new and returning students to be our enrolments?

AB- within last hours, expanding the registration rights for folks working in specific areas.

Mm- did you say first year...?

AB- our returning students we are making progress on that...?

KM- any plans for facilitating that?

AB- substitute for AARs going on, and we are getting good interest in them but lots of uncertainty. These students are missing their HS graduation, and they are resistant to registering. Mankato has not seen the drop-off.....?.....?

DW- next topic, Travis Greene

FH- one of the things they are trying to figure out in res life is what does this look like they're trying to plan for multiple scenarios,

DW- fall enrolment?

AB –I've asked our IR group to do the best they can with ...and that's where we are coming up with a 12-16% down guess. KS needs a number to start with and that's where that 15% came from, but in terms of where we have registered, it's down overall in fall FYEs

FH- for some perspective the system resented scenarios of 5, 10, 15 and 20% down across the system.

DW- and you give us any information on the situation with international students, like will we have any? Do we know how that's going to work?

FH- overall the international picture and you were here before and then you went home and then you needed to get a new visa, the likelihood of you getting that COVID-19 is small. Travel restrictions are also an issue. Students who couldn't get home are still here. We didn't have very many international students which is sad, because we don't have out of state tuition.

DW-timeline?

AB-please give feedback

DW these will go to senate on Monday and we will get them back to you

MM- the 5th year probationary tenure on PDP/PDR are you expecting faculty member going up for tenure to also do a PDR?

AB- I would like to get clarity on that, I want to talk with deans first, so if you wouldn't mind putting your feedback on the schedule?

MM- if you leave it on there, you can't have 12/31/20 because that's a non-duty day. So you're going to want to make a change to that

JH- I have one concern regarding sabbatical and the response to pres. Hensrud accepting or ...? Two days isn't quite enough time. It's tight I'd like to get 5 business days, that would be awesome

FH- is that written by the contract?

MM- we will review them

FH- 2 days doesn't seem realistic to me either

KM- there were people who were asked if they wanted to delay their sabbaticals. When were they going to be responded to them?

AB- we haven't formally responded to them ye, I have some details with HR and contracts to work out. We are aware of all of that

MM- you know about the bump, the order in which sabbaticals?

AB- one of the concerns is the 25%....? The concern is we would love to say yes to every one of these faculty but the consequences downstream

Mm- sabbaticals- the faculty who have not yet taken sabbatical, they are guaranteed whether they ask for it or not, so basically, so if you're in year 5 right now, if you're not asking for it for this year, you're asking for it for next year so you're just off for a year

Ab- I wouldn't mind having a conversation about that?