

College of Arts & Sciences  
**Budget Advisory Committee**

MINUTES

Friday, September 17, 2010

Present:

Voting members: Professors Cliff Bekar, Rachel Cole, Todd Lochner and Jens Mache

Ex-officio: Jane Hunter – Interim Dean of the College, Gary Reiness –Associate Dean of the College and George Battistel - Associate Vice President of Finance

Guests: Robert Nayer - Director of Operating and Capital Budgets

Absent: Voting member Professor Susan Glosser and student representative Christabel Escarez

Recorder: Anne Boal - Mathematical Sciences

The minutes for the September 10<sup>th</sup> meeting were approved as written.

Interim Dean Jane Hunter expounded on the charge of this committee that is stated in the Faculty Handbook as:

*The Budget Advisory Committee shall review, and inform the faculty about, budgetary policies, procedures, and trends of the College; recommend policy and procedure pertaining to the budget to the Dean of the College and the President; and, as appropriate, advise the Dean of the College and Divisional Deans on non-personnel budget expenditures in the College of Arts and Sciences.*

Dean Hunter explained ways that this committee can most effectively advise her such as by developing appropriate ways of spending the departments' operating budgets. For example, using operating budgets at the end of the year to buy technology for an individual in the department does not seem appropriate to her. She would appreciate principles developed on appropriate uses of the operating budgets.

This committee advises the Dean and Associate Dean, so Dean Hunter believes that it would be most beneficial for this committee to focus on the academic budgets, rather than budgets such as Student Life and Athletics over which she has no jurisdiction. It is important for this committee to be seen by the faculty as judicious, careful and prudent.

Dean Hunter recently spoke to our incoming president, Barry Glassner. He wanted her to encourage the faculty to think of ways to enhance the revenue of the college. This could be through seminars, extension courses, summer school courses, etc. The income from summer school increased 20% from the previous year. Even though faculty think of summer as their time to work on their research, this could also be a good time for a faculty member to increase her/his annual income by teaching a summer course.

Dean Hunter will be speaking to the Faculty Council about the classes with very low enrollments. Currently, the college does not have a specific policy about the minimum enrollment in a class, nor if a class with just a few students should count as 1/5 of a professor's annual course load. Some departments, such as Psychology, are

overwhelmed by the number of majors and the greater amount of work imposed on these faculty, in their classes and with the number of advisees. Discussion is needed if the college should re-distribute professors among the departments, as they retire. The college needs a smart policy for dealing with these inequities. Also, some effort is needed to pull some students to the majors which are least populated. Retention of students increases when students are able to develop a close relationship with a faculty member, which is easier to accomplish in the smaller departments.

Professor Bekar asked Dean Hunter's opinion about this committee looking at faculty salaries. Dean Hunter replied that faculty salaries as a whole, not individual salaries, can be looked at as part of the policies and procedures of the college, therefore it is appropriate for this committee to advise on this issue.

Chair Lochner asked the voting members of the committee to remain and discuss these issues.

This committee will meet again next week.