

FACULTY SALARY AND BUDGET COMMITTEE

January 30, 2015

PRESENT: Marty Abramson, Larry Burns, Gregg Dimkoff, Kathy Gulembo (ex-officio), Robert Hollister (chair), Lori Houghton-Rahrig, Nancy Mack, Paul Murphy, Zack Kurmas, Julia Mason, Donijo Robbins (alternate), Jon Rose, Ashley Rosener, Paul Stephenson, Joel Stillerman, Mike Yuhas.

1. The meeting was called to order at 12:00pm.
2. The Minutes of January 16, 2015 were reviewed and approved.
3. Assistant Vice President for Academic Affairs, Maria Cimitile, explained the procedures done by the Office of the Provost to track programs. In particular she explained a spreadsheet used to monitor programs. The columns of data included:

- number of majors
- number of minors
- number of degrees awarded
- number of graduate students
- number of graduate degrees awarded
- Student Credit hours
- % of tenured and tt faculty who teach 100 and 200 level courses (important for retention)
- min # credits for a major (but we know these #s are not certain)
- 4-year graduation rate

This information is tracked over time and when the numbers become problematic a conversation is initiated with the Dean and or Unit. In extreme cases the Unit may be asked to make changes. During the conversation it became clear that the Provost's office generally only gets involved in cases where there is a clear problem. Also, Dr. Cimitile explained that the Provost's office views each case as nuanced and that often the numbers do not tell the entire story.

4. Assistant Vice President for Academic Affairs, Kathy Gulembo, explained the newly proposed procedure for tracking re-assign time. The new procedure will require every faculty member that receives re-assign time to be given an appointment letter that clearly articulates the expectations. The appointment letter will be signed by the Dean and the faculty member. Reassign time will be monitored by the Provost's office. This procedure will only be done for re-assign time that specifically reduces the teaching load of a faculty member.
5. The meeting adjourned at 1:30pm.