

ACADEMIC COUNCIL
January 16, 2006
ES 245
4:00-5:30 pm

Present: Dr. Rafe Weston, Dr. Brent Ybarrondo, Dr. Matt Nehring, Dr. Carol Guerrero-Murphy, Dr. Ed Crowther, Dr. Kim Kelso, Dr. Michael Martin, Dr. Susan Varhely, Dr. Barbara Medina, Dr. Megan Chilson, Dr. Jeff Geiser, Professor Margaret Doell, Dr. William Lipke, Dr. Frank Novotny,

Guest: Mr. Bill Mansheim, CFO

Absent: Dr. Vicki Brownrigg

The meeting convened at 4:00 pm by Dr. Novotny.

I: Action Item:

1. Approval of AC Minutes of November 28, 2005. AC Minutes of 11/28/05 were approved by consensus; no discussion.

II. Discussion issues:

1. budget process/program prioritization
 - a. Q/A Bill Mansheim (15 minutes)

Dr. Novotny introduced Mr. Bill Mansheim, CFO, and thanked him for attending the meeting.

Mr. Mansheim indicated that the budget committee will be meeting for a second time next Thursday, 1/26/06 at 3:00 pm, in BUS 136. Committee meetings are open to all who wish to attend. The budget meetings are also designed to be used as a communication tool with campus concerning the process. This committee is a recommending body only. The committee will meet approximately six times between now and April. Just today the draft 06/07 budget was completed. There is a sizable hole of approx \$560,000 in the general fund that needs to be remedied. The hole comes from unbudgeted positions approved by the prior administration; faculty and staff positions, COF, mandated increases, and increased utilities.

In the next year the COF stipend will increase to 7% along with a tuition increase of 2.5%, however, we are looking at flat enrollment, mandated cost of living increases for classified employees, increases for faculty and exempt staff which are not mandated, benefit costs, and increased utilities. Our headcount is up, but students are taking less credit hours than in the past. Students are taking on average 12 credit hours. A footnote to the Long bill places a maximum cap on tuition to no more than 2.5% due to the increase in the COF stipend. Graduate credit hours are also down 7% or roughly \$125,000 from the prior year.

If awarded by the Legislature, the second half of floor funding (\$800,000) will be directed toward our deferred maintenance on campus along with technology upgrades. This decision was made by the Board of Trustees this past fall.

II. Discussion issues:

1. b. what will the program prioritization be used for?
 - c. Academic prioritization criteria.
 - i. what should be included?
 - ii. prioritization of academic departments

The process will begin in July. With budget cuts possible, a process needs to be put forth. Program prioritization governs a reduction in force, which only takes effect if a fiscal emergency is declared by the institution. Program prioritization demonstrates to the BOT that funds are not discretionary. A discussion was held as to how budget cuts will be determined, and the discussion was that it would be best if academic council prepares our own prioritization, rather than having the BOT or senior administration prioritize it for us. Secondly, several comments about the process were voiced. There is a difficulty in pulling this all together philosophically without pitting department against department. Prioritize the mission of the college instead of programs. Administratively there needs to be a template and some guidance put in place prior to beginning the process of prioritization of programs. Dr. Novotny indicated that academics are the priority ranking in the budget.

A motion was made by Dr. Guerrero-Murphy stating that before budget cuts are recommended by the budget committee, they provide an opportunity for review and response by the units prior to final recommendation. The motion was seconded by Dr. Ybarrondo with unanimous approval of the motion. This will be brought forward to the budget committee.

Item c. will be the agenda for the AC meeting next Monday, 1/23/06.

2. selection of AC representative to the budget committee:

After a discussion of the appointment of an AC member to the budget committee it was decided that Dr. Novotny would entertain nominations until noon on Wednesday, January 18, 2006. At that time, a ballot would be constructed and a vote conducted by his office. Please consult with the person you nominate to be sure they wish to serve. A motion was made by Dr. Geiser to keep the term of this person on the budget committee to two years, second by Dr. Crowther. The vote was unanimous and the motion passed.

3. academic assessment plan:

Dr. Novotny would like a subcommittee to meet over the next few weeks to prepare a draft plan. Dr. Kelso, Professor Doell, Dr. Crowther, and Dr. Chilson all graciously agreed to the task.

III. Information Items:

Dr. Svaldi would like to bring another author to campus next fall during Autumn at Adams who would model the interdisciplinary format shown by Math and English Departments. He mentioned Frank McCourt. It was suggested a campus wide solicitation for an author be conducted for alternative authors. Dr's. Medina and Guerrero-Murphy volunteered to merge the selected author into some of their courses in the fall.

Dr. Ybarrondo commented that the Bricolage system of managing web pages could be handled by one person and is concerned about the amount of time it will take from individuals in each department to manage sites.

Dr. Novotny asked that everyone bring to the meeting next week the top five priorities from the program prioritization draft sent out earlier in the week.

The meeting adjourned at 5:32 pm.

Respectfully submitted,
Cheryl A. Ravens
Office of the Associate Provost