

Minutes for November 12, 2008 Budgetary Affairs Meeting

Attendees: Morran, Smith, Rogan, Kastberg, Houser, Stites

Guests: Cassity, Lands

October Minutes - Approved.

Revisit Adjunct Pay – Delayed until December meeting.

Review CRC Position Request – Erin presented more information about the requested position. The committee suggested that if the position is continued that it be on an hourly basis. No final decision was made regarding the number of hours the hourly could work per week.

Review UCASE Position Request – This was not discussed since we did not know about the funding support from Science.

Review Response on Policy Proposals on Voting and Unsolicited Letters in Dossiers – Keith presented a response. The committee gave further suggestions. Keith was to re-write the response and forward to the policy committee.

Review the support plan for Student Services – Claudette presented the job duties student services felt would be done by the incumbent in a new position. The committee suggested leveraging this position with another advisor to provide more triage as the service counter or possible hiring a HESA graduate student. Given the hiring slow down this position will probably be put on hold. The committee needs to make a final recommendation.

Review 1st quarter financials – Pat distributed the 1st quarter report. Depending on the tuition income in the spring and summer I the school should be to the good about \$300,000.

Discuss the Suggestion that Conference Requests flow through Budgetary Affairs or a Special travel Committee – This was not discussed but it has been suggested that the SOE create policy for PAs regarding conference and travel requests.

Review IUB concerns with established guidelines for syllabi – Signe is to get copies of what was requested. The item will be discussed in the December meeting.

