

**IUPUI School of Education Faculty Affairs/Budgetary Affairs Committee
2006-2007 Annual Report**

Committee members: Bill Black; Mary Fisher; Tyrone Freeman; Linda Houser; Chris Leland (ex officio); Keith Morran (Chair); Khaula Murtadha (ex officio); Pat Stites (ex officio)

The IUPUI Budgetary Affairs/Faculty Affairs Committee met monthly during the 2006-2007 academic year. The following issues were considered during the year:

Financial Health: Summary Financial Reports were reviewed with the committee on a regular basis and discussed with Executive Associate Dean Khaula Murtadha.

Conference/Travel Support: A new policy on faculty and staff travel support was developed and approved (document attached).

Online Course Development: The committee discussed various ways to increase our income. One of the proposed sources of new income was the development of on-line courses and programs. Faculty members were encouraged to propose on-line courses and several have already been targeted for development. The school submitted for an internal grant to help with development costs.

Salary Equity: The committee reviewed salary and service data for full professors. The committee agreed that salary inequity and salary compression exists and made specific recommendations to correct major inequities as funds become available. In the coming year the committee plans to also review salary data for assistant and associate professors.

Summer Cap Increase: The IUPUI School of Education has had a summer salary cap for several years. The committee recommended increasing the current cap of \$5,500 per course to \$6,000 per course. Executive Associate Dean Khaula Murtadha was in agreement with this recommendation and a new cap of \$6,000 per course will go into effect beginning with summer I of 2007.

Incentive Initiative: A taskforce suggested recommendations for incentives for faculty producing salary savings and indirect cost revenue from external funding. The recommendations were reviewed and discussed but no action has been taken at this point.

Faculty Governance and Service Fatigue: At the request of the Agenda Committee of Policy Council, our committee discussed the report on faculty service fatigue. Reactions and recommendations on this report were forwarded to the Agenda Committee (document attached).

Review of IUPUI Faculty/Budgetary Affairs Committee Functions: At the request of the Long Range Planning Committee (LRPCA), our committee reviewed our own committee structure and its functions as well as possible redundancy with other committees. We did not identify any significant overlap of responsibility with other committees or any need to revise the functions of the committee. However, we did believe that the charge of our committee could be clarified with some new wording of the charge. The proposed new wording of the charge is attached.

Report submitted: April 17, 2007

Conference/Travel Support for Faculty

The following Conference/Travel Support Policy for IUPUI SOE faculty and professional staff members has been approved by the Faculty Affairs/Budgetary Affairs Committee.

Full-time clinical, tenure-line, and tenured faculty members and professional staff employees may be reimbursed for one conference/travel per fiscal year (July 1- June 30). The limit is \$500 if the faculty member is presenting at a conference and \$300 if not presenting. Conference/travel funds not used in any given year may not be carried over to future years. Tenure-line faculty members who have start-up funds are not eligible for this reimbursement.

Approved by the IUPUI SOE Faculty Affairs/Budgetary Affairs Committee: April 4, 2007

IUPUI SOE Faculty/Budgetary Affairs Committee
Discussion on Faculty Service Fatigue, December 6, 2006

The members of the IUPUI SOE Faculty Affairs/Budgetary Affairs Committee discussed the Agenda Committee's report on faculty governance and service fatigue and want to share the following items:

1. Service overload is a problem that needs to be addressed. This is especially true for IUPUI faculty since we must staff committees on both the IUPUI and IUB campuses in many cases. The April 2004 Report of the Long Range Planning Committee (Co-Chaired by Gary Ingersoll and Barbara Wilcox) notes many of the advantages and barriers related to core campus functioning as well as providing several recommendations (some related to service overload issues). We recommend that the recommendations of this report be taken into consideration as solutions are sought for the service fatigue problem.
2. We think the idea of a tracking procedure to monitor the service load of faculty members is a good one if it can be accomplished and maintained in a time efficient manner. This would be useful for administrators to refer to when they are deciding who to assign to a given service task. Related to this, it may be possible to identify various committees as low, medium, or high in terms of work intensity and time commitment and this could also be taken into consideration for committee assignments.
3. We also liked the idea of developing clear service standards for faculty at assistant, associate, and full professor ranks. This would help clarify the meaning of a "fair share" for each faculty member.
4. We believe that campus level administrators should be encouraged to collaborate with school administrators before asking faculty to serve on campus level committees. It seems that faculty members are often asked to serve on campus level committees with no consideration of how much school and department level service they are already doing. With an appropriate tracking system, school level administrators would be aware if a given faculty member was already over-committed in terms of service.
5. In relation to possible committee restructuring, we believe it is a good idea to periodically review the need for each given committee as well as the minimum number of individuals required to get the work done. Related to this, we need to avoid having "token" committee members from one campus when the work being done is solely related to the other campus.

**IUPUI Faculty and Budgetary Affairs Committee:
Proposed Description of Committee Functions**

This committee shall be concerned with faculty affairs including, but not limited to, faculty grievances, promotion, tenure, reappointment, recruitment, search and screen, load, in-service development, merit review and sabbatical leaves. The committee shall also be concerned with budgetary implications for policies related, but not limited to, faculty affairs issues. The committee shall advise the IUPUI School of Education Executive Associate Dean on faculty and budgetary affairs. When dealing with matters of faculty affairs, the committee shall consist of members of the faculty only. When dealing with matters of budgetary affairs, the committee shall include one staff member and one graduate student of the school.

4/4/07