CAS Faculty Senate Meeting Minutes

March 16, 2015


The meeting was called to order by President Fox at 4:02 PM.

Agenda

1. Approval of the agenda.

   The agenda was approved unanimously.

2. Approval of minutes from the February meeting (click here)

   It was noted that V. Perez was no longer a CAS Senator, but was listed in the minutes. The minutes were approved with that correction.

3. President's Remarks (Alan Fox)

   Pres. Fox noted how important it was to take discussions in the Senate back to your units, since this is a representative body. He also stressed the importance of attending the General Education implementation meetings since the proposed Gen Ed plan will have a significant impact on CAS and some departments.

4. Deans Comments (George Watson)

   Dean Watson presented slides on the timeline for the CAS budget (attached), as he promised he would. The next meeting will cover the CAS academic priorities. He went through the timeline beginning in September with a chairs’ meeting. In October, completed templates are collected from departments. In November, individual meetings with chairs occur. In December, deans validate requests with chairs individually before department allocations are released. In January, permanent and new temporary faculty position planning occurs. In February, the dean gets the 2nd round of department templates in meetings in the Dean’s office. March includes the CAS annual budget update meeting with the Provost, where permanent positions are justified and approved. April includes the Dean issuing final consolidated budgets to departments.
The Dean took questions. He was asked about Associate chairs attending meetings with the Dean and Chairs. The Dean answered that Associate Chairs attend at the discretion of the chair, but generally the dean does not encourage their attendance. On another question about the apparent disadvantages and uncertainties of RBB, the Dean discussed the tradeoff of responsiveness and risks of RBB. He also stated that during the search for the latest Provost, the search committee, which he chaired, was looking for someone committed to an RCM model. There was a concern voiced and discussion about a chair becoming an Associate Dean during the college process. Another Senator raised the concern that the budget process is not very transparent, where it seems like a 1-way communication down from above. The Dean answered that it is the department chair’s responsibility to represent the department’s concerns.

The Dean was asked for his thoughts on the Gen Ed proposal and its implications for the college. He responded that it was too long an answer for now. He will be listening to the conversations and not let it disadvantage the college. He thinks it is a great opportunity for the college. We could play an even larger role than we do now. He wishes to make sure that there are no mandates on college Gen Ed policies. He urges all faculty to get involved. He is concerned about the transitional period where 2 models are running at once.

5. Committee Reports
   1. Bylaws Committee report - Phil Mink, President-Elect (chair, Ad Hoc Bylaws revision committee)
      Revised By-Laws (3).pdf

Senators are to take back the proposal to their departments for discussion and get feedback. Get responses, compile, and send to Phil. There is a new section (Section VI) on electing University Faculty Senators. We will collect responses and consider every response and incorporate them if feasible. We will distribute again and possibly be ready to vote at the next CAS Senate meeting. The document showing all the changes made also will be posted. The major changes are that we wanted to bring it more in line with the University Senate Bylaws. For example, the Dean is proposed to be a Senator and the Steering Committee is becoming the Executive Committee. This year, we are getting reapportioned, where we will be allotted 23 Senators- we have 26 units with faculty lines.

2. COCAN report on upcoming elections - John Morgan, COCAN chair

COCAN chair Morgan showed the current committee members, where there are vacancies, including ones that have not been filled. Ones that have not been filled include President-Elect and chair of COCAN. COCAN needs someone from Arts. Still need someone from Natural Sciences for the Educational Affairs Committee. Several other committees will remain the same in roster. The elections for At-Large Senators will be in April, most likely, by Survey Monkey as was the election for these last fall. There was a greater response this way than by using paper ballots.
6. Educational Affairs
   1. Music Performance Certificate ([click here](#))

      This graduate certificate passed unanimously.

   2. APA Art Department Name Change ([click here](#))

      It was pointed out that there was no resolution, which is required for the University Faculty Senate. Passed unanimously.

7. Old Business
   1. Standing College Senate Budget Committee Proposal: [CAS-Budget Committee Motion Revisions.pdf](#)

      President Fox explained the proposal suggests that there be an election for the proposed Budget Committee, which is inconsistent with the way the University Senate Budget Committee is selected. Senator Morgan explained that one important task is to check the numbers that are entered into the RBB algorithms on behalf of the CAS. There are reasons to believe that there have been mistakes in the past. Another task could be to take a strong stand on CAS not getting short changed in RBB. Dean Watson stated concern about the role of the committee going beyond its charge of advising the Dean or the Senate. Senator Bernhardt noted the vagueness of the charge of the committee. Senator Morrison stated that a purpose of the committee was to look at the outcome of budget decisions and system. He pointed out that faculty originally were told that we would have input at the department level as to the allocation of resources. President Fox stated that there would be a vote on the Budget Committee. Dean Watson requested a clarification on the process, since this was to be a change in the CAS bylaws. A quorum was questioned, and there was a quorum. It was then pointed out that there was not notice given to the faculty that a change to the bylaws would be voted on. Senator Morgan made a motion that this vote be postponed until the April meeting and it was seconded. This motion to postpone was 14 yes and 13 no. The voting on the formation of a CAS Senate Budget Committee will be postponed. It will be made clear on the April Senate agenda that this will be a proposed amendment to the Bylaws. Anyone with questions or tweaks about the resolution should contact Senator Morrison and copy Senator Morgan and the Senate Secretary.

8. Introduction of New Business

    Senator Morgan brought up concerns about the proposed Gen Ed changes, and hopes that there will not be a vote on them at the April University Faculty Senate meeting. Senator Rise said that there may be such a vote, and that a question about this could be asked at the upcoming open hearing on the Gen Ed proposals on March 23.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>3 Sept 2014</td>
<td><strong>Timeline for CAS Budget Processes and Procedures</strong></td>
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<tr>
<td>11 Sept 2014</td>
<td>September (2nd Thursday) At initial Chairs’ meeting the Dean releases details on budget meeting processes/procedures and shares budget template guidance for subsequent budget cycle. CAS Administrative Specialist begins scheduling the budget meetings with chairs for November dates.</td>
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<td>12 Sept 2014</td>
<td>September (2nd Friday) Budget Templates for GTA and S-Cs, pre-populated with course and enrollment data and historical allocations by category, and temporary faculty renewals are sent to departments to complete next FY allocation requests.</td>
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<td>10 Oct 2014</td>
<td>October (2nd Friday) Completed templates from all departments are returned to CAS Budget Manager for review, data clean-up/compiling.</td>
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<td>17 Oct 2014</td>
<td>October (3rd Friday) Budget Manager/Chief Admin Officer release/distribute completed templates to the Associate Deans for review and analysis. Updated copy with fall ICOR is returned to departments.</td>
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<td>23 Oct 2014</td>
<td>October (4th Friday) CAS leadership preprocess requested data and fall ICOR, determines needs/priorities, and makes preliminary allocations to be discussed in detail at budget meeting for GTA’s, S-C, and renewal of current temporary faculty lines.</td>
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<td>3 Nov 2014</td>
<td>November (1st Monday) Budget meetings with Department Chair, Business Administrator, Associate Dean, Dean, and CAS support staff begin. These meetings focus on allocations related to GTA, S-C, and on renewing temporary faculty lines only.</td>
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<td>26 Nov 2014</td>
<td>November (Last work day) All budget meetings conclude.</td>
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<td>5 Dec 2014</td>
<td>December (1st Friday) College leadership meets, reviews, and validates allocation requests based on responses at budget meetings, and prepares allocations.</td>
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<td>11 Dec 2014</td>
<td>December (2nd Thursday) Last scheduled meeting of semester for Chairs with the Dean, budget and allocation direction to be provided.</td>
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<td>12 Dec 2014</td>
<td>December (2nd Friday) Dean’s office releases next FY allocation amounts for GTA, S-C (adjunct teaching-regular sessions and all special sessions), and approval to renew temporary faculty into the following FY.</td>
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**January (2nd Friday)**
*Permanent and new temp* faculty position planning and *staff* hiring template, the S&E allocation request template, and the special considerations/one time request template will be provided to chairs.  

**February (2nd Friday)**
Faculty and staff position planning template, S&E requests, and special consideration/one time requests are due back to Dean’s office.  

**February (last 2 weeks)**
Faculty Position Planning meetings occur with Department Chair, Deputy Dean, Associate Dean, and Dean. If necessary, Associate Deans meet with their chairs to discuss any remaining budget issues.  

**March (2nd/3rd Friday)**
CAS’ annual budget update and faculty position planning meeting with the Provost. Objective is to justify and secure approval for permanent faculty and staff hiring actions.  

**April (1st Friday)**
Contingent on Provost approval of permanent hiring, all faculty and staff search approvals and new temporary search approvals are issued by the Dean’s office.  

**April (2nd/3rd week)**
Associate Deans meet with chairs to discuss faculty search and allocation decisions and rationale, provide feedback, and answer any specific budget questions (closing the loop).  

**April (3rd Friday)**
Deans office issues consolidated budget memo (includes GTA, S-C, S&E allocations and renewal of temp faculty) with position planning approvals (permanent, new temporary faculty, and staff) to all departments.