

College of Arts and Sciences
Executive Committee
October 23, 2009

Members Present: Barbara Andersen, Kenneth Andrien, Stephanie Bernhardt, Eric Drake, Lesley Ferris, Matthew Misicka, Matt Platz, John Roberts, Joe Steinmetz, Gail Summerhill, David Sweasey, Gifford Weary, John Wenzel.

Visitors: Brad Harris, Ann Rottersman.

- I. Welcome and introduction of committee members

- II. Overview of Arts and Sciences restructuring
 - Working toward approval of request to alter the Federation of the Colleges of the Arts and Sciences and the five colleges comprising the Federation to form a new administrative and educational unit called the College of Arts and Sciences.
 - Within the unified College of Arts and Sciences there will be three divisions: Arts and Humanities, Natural and Mathematical Sciences, and Social and Behavioral Sciences.
 - Operations will become centralized including the budget, a service center, and the allocation of faculty lines.

- III. Future role and structure of the Executive Committee
 - Anticipate this committee to focus on policy related to reorganization and to serve as an advisory committee for the Executive Dean.
 - Potential future structure could entail the creation of three separate advisory committees - one each for faculty, staff, and students. The structures for these committees would need to be set by March 1 in order for elections to be held and the committee membership to be formalized by April 1.
 - Discussed committee membership and how the selection of members might vary dependent on the role of the committee.
 - Discussed the need for equity of distribution in representation.
 - In the event special advisory expertise is needed, the committee discussed the possibility of establishing an ad hoc committee that could draw from both the Executive Committee and individuals outside of the Executive Committee.
 - Given a unified college, the committee membership should deemphasize the divisions and emphasize the overarching arts and sciences.
 - Need to ensure all staff populations are represented including those members that don't report directly to a divisional dean.
 - Committee terms of service should be staggered.
 - The committee members were asked to serve through this year and a third year. It is anticipated that some members will assume other committee responsibilities thereby creating staggered terms of service.
 - Given the new administrative structure there is a need to review the role of this committee and the Arts and Sciences Senate.

IV. Budget

- The budget will be centralized allowing for greater flexibility in allocating funds to particular units.
- The Executive Dean will meet with the divisional deans to set base budgets for departments. These budgets will include funding for faculty, staff, and graduate student support as well as operational costs.
- Credit hour production will be considered when setting budgets.
- Future budgets have the potential to increase dependent on increases in state funding, increases in tuition, and/or increases in enrollment.
- Budget increases will also be considered based on an annual call for proposals. Proposals may include priorities such as additional support for a particular faculty hire or program development.
- Discussed the need for clarity of parameters and expectations that will govern review of budget requests in order to enable department chairs to strategically plan for the long-term.
- It is expected that base budgets will need to be cut by 1% in fiscal years 2011, 2012, and 2013. This money will be used to create a central fund in the Office of Academic Affairs that will support interdisciplinary work and seed new initiatives that fund strategic goals.

V. Going forward

- As structure, roles, and responsibilities are formalized at the college level they will be communicated to faculty and staff.
- An agenda will be set prior to future meetings and committee members were invited to add to the agenda.
- Committee meeting notes will continue to be posted on the web.
- Future meeting dates and times will be set.

VI. Executive Dean Steinmetz expressed appreciation to the committee members for their commitment over the past year.