

Meeting Minutes
Budgetary Affairs Committee

College of Education

9-24-20

FPC Members Present: Corinne Huggins-Manley (Chair), Cynthia Griffin (FPC Rep, SESPECS), Sevan Terzian, Danling Fu, James McLeskey, Holly Lane (SESPECS), Sondra Smith (HDOSE),

Dean's Office Rep Present: Dean Glenn Good, Tom Dana, Sandra Bass (Ex-officio Member)

Agenda Items

1. Plan timeline and actions for each of the four committee goals:
 - a. Review and revise the Guiding Principles for Budget Decisions
 - i. All committee members will read the Guiding Principles for Budget Decisions by October BAC meeting
 1. Committee members will review the Guiding Principles with covid-emergency and anti-racism initiatives in mind
 2. Committee members will put suggestions for revision to the Principles into TEAMS sheet before October BAC meeting
 3. Committee should also take a long view so that the revisions to the Guiding Principles are sensitive to the current time, but applicable to the foreseeable future
 4. Committee should review in the light of how the principles impact staff, and how staff can be a part of any revisions to the document, or if principles related to staff still need to be established separately
 - ii. Holly Lane will create TEAMS sheet for the 2020-2021 BAC Committee
 - iii. The Committee discussed that revisions will need to move quickly as the budget could change-
 1. Ideally, by end of our November meeting we have a draft to send out for feedback from staff and faculty
 - iv. Before October meeting, the committee would like to have the plan for how to work with staff in place
 1. Sandra Bass will discuss with office managers at their next meeting
 2. James McLeskey will work with Sandra Bass on these plans
 3. Committee set a goal of locating at least one staff member from each school/other unit who wants to work on this
 - b. Continuously consult with Deans on budget reduction issues
 - i. Use the Guiding Principles of Budget Decisions to set priorities for budget reductions

- ii. Propose ideas for revenue generation to the Deans
 - 1. Ongoing agenda item
 - 2. Committee requested to have a Dean budget updates at each BAC meeting
 - 3. Minor updates on budget issues were provided by Dean Good and Sandra Bass:
 - a. Expect more information and actions on budget after November
 - b. University is still discussing furloughs
 - c. COE is trying to prepare for no furloughs, or only to temporary/short furloughs;
 - d. UF and human resources are trying to keep benefits in tact even with furloughs, but everything is in draft form so it could change
 - e. Concerns were expressed over staff who are not protected by a union (or the no-longer-active staff council) and whose benefits are more at risk
 - f. Committee discussed that COE staff at the lower end of salary are at higher-risk and college should read/review these policies with that in mind
 - g. Voluntary reduced FTE may be a way to reduce compensation that is more flexible than furloughs
 - 4. Committee discussed that staff need to be involved in some systematic way as this impacts them and they are not currently represented in rank-and-file on BAC
 - a. Sandra Bass discussed that there's a monthly meeting of office managers and supervisors, and that maybe BAC can work with that group? (see above notes for action plans on this)
 - b. Committee discussed having an ad-hoc committee to have staff work with BAC and FPC, or we could solicit regular feedback via surveys (possibly administered by staff and then presented to BAC; or BAC members go to their respective staff and bring the information back to BAC)
- c. Recommend and advise new allocations and re-allocations of monies to anti-racism activities in the College of Education
 - i. Some monies are going to speakers/lectures on anti-racism
 - ii. 3 COE committees are going to be coming back to FPC with anti-racism initiatives, and these will have costs associated with them
 - iii. BAC is welcome to provide advice on these proposed costs, working through FPC (Diana and Angela), and Dean Good would be responsible for providing the initiatives to BAC for review (focusing on large amounts of money in particular)

- iv. Committee set a goal of actively incorporating anti-racism into Guiding Principles Related to Budget Decisions (see above notes on action plans for reviewing Guiding Principles)
 - d. Assist in evaluating equity in faculty salaries in the College of Education
 - i. Diana has a table that shows where this goal comes from
 - ii. Cynthia Griffin will look into this and bring to October meeting
2. Committee request from Diana Joyce Beaulieu:
 - a. “An item regarding a UF Draft Furlough Policy from HR was brought forward at the UF Senate meeting today. It was emphasized that this is a draft at this time with no specific indication of pending furloughs. It would be in place in the event it may be needed. I thought it would be good for the BAC to be aware of and perhaps monitor the item as it moves forward for language discussion/approval. The link is below.”
<https://regulations.ufl.edu/>
 - b. Below are notes from the UF Senate Meeting regarding the UF Draft Furlough Policy, taken from Human Resources Presenter - Brook Mercier
 - Presented as a job preservation tool to avoid layoffs
 - All furloughs would be subjected to collective bargaining agreements
 - There is no plan for university wide furloughs at this time, the policy is being discussed and planned as a means of preparation
 - Employees should not face a furlough any more than 640 hours in a 12-month period (i.e., 4 months), although extensions are possible
 - 2 weeks' notice will be given along with a written explanation
 - Employee benefits will continue - UF will pay the employer portion only
 - Furloughed employees may seek outside employment subject to outside employment review - this item is still being discussed
 - The policy will be presented to the Compensation Committee for review on September 29th

-Tom Dana commented on agenda item 2: being in the collective bargaining unit makes this different for the COE; the furlough negotiation would have to be between the union, full-time faculty (who are all by default in the unit; doesn't include Deans or Linda Hayes (Director of PKY), and the University.