

Budgetary Affairs Committee (BAC)

November 19, 2021

Draft Minutes

Zoom link: <https://ufl.zoom.us/j/98394643096?pwd=L1FkYy9McThrUE44eDgwNVdidHIZdzO9>

In attendance:

HDOSE: **Corinne Manley, Cliff Haynes**

SESPECS: **Ashley MacSuga-Gage, Kristen Kemple**

STL: **Sevan Terzian, Alyson Adams**

Dean's office: **Glenn Good, Tom Dana**

1. Prior minutes approved (10/21); Motion made by Tom Dana, seconded by Ashely MacSuga-Gage. Passed.
2. Dean's Report on budget updates and issues
  - a. Update on the 5% reallocation project asked of each college – our plan was accepted and we get to keep all our funds.
  - b. Tom shared budget report as of 10/28; budget is relatively flat (similar to last year). At this point (1/3 of year gone by) each school has spent less than 33% of their projected budgets. Overall we are slightly overspending at this point (62% remaining overall). Summer budget projections (instructor costs) would help us plan ahead further.
  - c. Summary – “we are in good shape” (Tom Dana, 2021)
3. Examination of each School's merit policy/procedure
  - a. The policies are quite different, probably due to the diversity of programs across the entire college
  - b. School merit committees **vary in representation** of both tenure- and non-tenure track. Some people report that they never get the opportunity to serve and see this process from inside. Some report that approved/posted policies are not always followed.
    - i. **OUR RECOMMENDATION might be to ensure that each School has a process that allows all faculty to be on the merit committee at some point.** Schools might consider a 2-year commitment, or not. In addition, a designated Merit Committee Chair might help ensure that guidelines are followed.
  - c. **Where are these posted?** Tom reported that some are embedded in the School by-laws, and others are shared by Directors. Tom shared that School bylaws are here: <https://education.ufl.edu/administration/academic-affairs/> The fact that these are hard to find is a transparency issue. No other schools seem to know where they are. CBA a few versions ago required By-laws to be posted on College websites.
    - i. **OUR RECOMMENDATION might be to ensure that these types of documents are available more visibly, with similar process for all Schools. Could be password protected, or not.**
  - d. Merit funds are allocated to the School, not to programs. In HDOSE, each program ranks faculty which could result in uneven allocation of money by actual merit/productivity.

