Notes from Department Chairs Meeting, October 7, 2008

The Associate Dean, Department Chairs, and the Director of Resource Management met from 8-9:50 AM in the Dean’s Conference Room.

Given the shortage of first quarter anticipated state tax revenue in California, Academic Affairs has given all of the colleges three scenarios for a mid-year budget reduction (3%, 5%, 7%) with 5% being viewed as the most likely. As part of our budget reduction planning from last year, Academic Affairs held certain funds from each college, and there are sufficient funds for the university to withstand a mid-year 3% cut. However, a 5% cut will require budget reductions for the college. Academic Affairs has asked that we try to accommodate the Spring schedule and find one-time money to handle necessary budget reductions. Deb will go through the budget and identify all committed expenses to tenured, tenure-track and FERP faculty, and staff, and determine how much money would be needed to offer the full schedule that will go online shortly to meet the estimated target enrollments as originally budgeted by the central administration. Gail, Jim, Deb, and the chairs will then see how much one-time money could be generated to get through the Spring semester. Any mid-year cuts become permanent for AY 2009-1010, and we anticipate deeper cuts for AY 2009-10.

For accreditation, we need to report faculty accomplishments in research and service to the university and profession. Kelly and Justin (Dean’s office student assistant) work diligently to input and maintain this information in the CBA database. There has been minimal cooperation from faculty to edit their information from the database on their publication and service records. The chairs suggested that we just have a standard form for faculty CVs and Schedule Bs. Jim will work with Kelly to see what additional information might be needed to produce from faculty CVs, and to develop a standard template for CVs and Schedule Bs (and any other information needed) for faculty to use to provide their information.

Deb led the discussion on replacement of faculty computers. Some laptops have recently died and many faculty workstations are in need of replacement. Deb suggested that our 2009/10 equipment request to Academic Affairs be used for faculty/staff computer replacements. Most likely, the replacement computers would be here in the Fall.

The Senate has committees which require CBA membership. Jim recently received a request from Lynn Shore to fill three Senate committee positions. Response from the CBA faculty has been less than tepid. Jim had previously asked the chairs to nominate faculty, and reiterated the point to the chairs. Jim reiterated to the Chairs that this is a sensitive issue for the Provost and when the college is not represented sufficiently, she interprets that as a sign that the college is not interested in the shared governance of the university.