

Faculty Senate Minutes  
January 26, 2004

*Present:* Barry Anton, Kris Bartanen, Bill Beardsley (Chair), Terry Cooney, Alyce DeMarais, Robin Foster, Darrell Frost, Bill Haltom, Suzanne Holland, Paul Loeb, Keith Maxwell, Sarah Parker, and Karen Porter.

Senate Chair Beardsley called the meeting to order at 4:05.

*Approval of Minutes*

Senate members agreed to postpone approval of the December 1, 2003 minutes until the next Senate meeting on February 9.

*Announcements*

Senate Chair Beardsley extended a welcome to Senator Holland and thanked Professor Hannaford for her participation during the Fall 2003 semester. Senator Holland voiced her appreciation to Senate members for the card they sent during her absence.

*Report from the Budget Task Force*

Academic Vice President and Dean Cooney reported on behalf of the BTF, and explained the circumstances that prevented Karen Goldstein (VP for Finance and Administration) and BTF faculty representatives Leon Grunberg and Andy Rex from attending today's Senate meeting.

Cooney reminded Senate members that the BTF recommendations for fiscal year 2004-2005 were posted on the web [<http://www.ups.edu/financeadmin/policies.shtml>]. He noted that in their deliberations, the BTF had considered (1) input from the faculty, staff, and student groups; (2) the larger educational market, including tuition, board, etc.; and (3) anticipated increased costs of medical insurance, utilities, and software licenses.

Cooney identified several major issues related to this year's BTF recommendations, with a particularly in-depth discussion about financial aid and study abroad. He also summarized the recommended compensation package numbers, and then addressed questions about the budget posed by individual senators.

1. **Financial Aid.** A stratified analysis of financial aid requests by George Mills suggested that UPS appears to be selectively losing freshmen in the highest SAT score range (1300) who apply for financial aid, compared to students who do not apply for financial aid and to students in other SAT score ranges. The BTF concluded that by holding financial aid resources to levels 8-9% below competing schools, UPS risks losing academically strong freshmen and an edge in class quality.

Cooney briefly explained that financial aid allotment was currently in a "trough" due to a combined effect of a higher debt rate and lower % of endowments compared to other schools, as well as the fact that the financial aid allotment for UPS is 5% of the valuation of the total endowment averaged over 3 years—and the recent stock market low is

included in that average. The BTF anticipates that the recent improved market will result in recovery of some financial aid dollars.

2. Study Abroad. This program constitutes a significant expense to the University at \$494,000 last year. The cost of study abroad is incurred through *affiliated* programs because this tuition does not go toward university operating costs, and through *approved* programs because a student's leave of absence results in decreased enrollment and loss of revenue.

In general, there is little interest in reducing the study abroad program as a means cutting expenses. In response to Senator Anton's question about the potential effect of increased study abroad on admissions, Cooney reported on the BTF proposal to increase freshman class size to 675 for 2004-2005, with the purpose of stabilizing rather than increasing overall campus size.

Cooney identified a decrease in transfer students and higher retention (both characteristic of quality liberal arts institutions) as other changes in the student demographic profile at UPS that the BTF must consider when predicting campus size.

Senator Maxwell asked about patterns of retention. Cooney described a "saw-toothed" pattern with an increasing trend over time. He noted that retention was lowest among freshmen and sophomores, and identified the Y2i (year two initiative) to improve the sophomore experience, and (Senator Bartanen added) to bridge the freshman and sophomore years, with an eye to increasing retention in this group.

3. Compensation: The BTF recommended a 2% across the board increase to faculty salary, and a 2.2% increase in the compensation package. (Cooney noted that the recommended compensation package increase for staff was slightly higher at 2.3% because of the overall lower average staff salary). Cooney also noted that the BTF recommended that \$50,000 be budgeted for a staff compensation pool to further carry out recommendations of the staff compensation study.
4. Electronic Classrooms. The BTF's recommendations included 10 additional electronic classrooms to be added at a rate of 2 per year over 5 years.
5. Other: Senator Holland asked whether any action had been taken regarding the high costs of travel fees. Cooney replied that while no explicit policy had been made, individual department credit cards allowed for Internet purchases of airline tickets. A brief discussion followed about whether or not department chairs had been informed about the availability of credit cards for this purpose.

Senator Beardsley inquired about whether the impact of a larger freshman class on freshman seminars had been fully considered, and whether the larger size was a one-time accommodation. In response, Cooney suggested that past enrollment and retention numbers do not allow for precise predictions (that the numbers have bounced around by about 50 students), but that even with the larger freshman class the overall campus size

would still be lower than in the past. Cooney also noted that incoming class size would be adjusted by tracking all factors influencing campus size—study abroad, enrollment, retention—and that consequently the larger size recommended for 2004 is not necessarily a one-time accommodation.

Senator Loeb asked whether the new dean would be able to “get up to snuff quickly” on the budget issues. Cooney reassured that Senate that the new dean would be capable in this aspect of the job.

Senator Loeb also inquired about what measures the BTF has considered if UPS experiences a financial crisis. In response, Cooney noted that the budget situation at UPS was at present not at a crisis state, and although Cooney did not identify any specific measures that the BTF had discussed regarding UPS, he did note that when faced with a fiscal crisis other institutions have cut back on maintenance, reduced library acquisitions, laid off employees, frozen or reduced faculty/staff salary, postponed new construction, and drawn off of endowment principal.

Cooney concluded his report of the BTF recommendations for 2004-2005 and dismissed himself from the rest of the meeting.

*Other Business:*

1. The Senate will meet every other Monday at 4:00 in the McCormick Room during the spring semester: Meeting dates are 2/9, 2/23, 3/8, 3/22, 4/5, 4/19, and 5/3.
2. The PSC approved the following Code interpretation (see PSC minutes November 13, 2003) to be included in the Senate minutes:

***Interpretation of Chapter II, Section 4 - Reappointment:***

*"For visiting and adjunct faculty, inclusion of the specific term of the contract in the contract itself (e.g., "This is a one-year contract") shall constitute notification of non-reappointment as required in Ch. II, Section 4 of the Faculty Code."*

*The PSC also included the following note, following the interpretation, in our minutes for that meeting:*

*Note: For full time instructors not holding appointments as Visiting Faculty, notification of non-reappointment shall occur as specified in a, b, or c of Chap. II Sec. 4.*

The Senate adjourned at 4:50.

Respectfully submitted,  
Robin Foster