

## **SBS Staff Council Meeting Minutes**

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**April 24, 2002**

**9:00 – 10:00 a.m. , Douglass 102**

<b>Attendees:</b>	Yolanda Becerra, Linguistics	Lauren Johnson, Women's Studies
	Luise Betterton, Medieval/Reformation Studies	Cynthia Likewise, SBS Administration
	Martha Castleberry, Judaic Studies	Beth Marlatt, Near Eastern Studies
	Kathy D'Assis, Journalism	Young-Gie Min, SBSRI
	Elizabeth Dyckman, CMES	Maria Rodriguez, BARA
	Dirk Harris, Anthropology	Carey Willits, Communication
	Carey Willits for Nova Hinrichs Cognitive Sci	Kimberley Young , Mexican American Studies
	Cynthia Likewise for Kris Hogeboom, SIRLS	
<b>Absent:</b>	Justin Beltran, Psychology	Debbie Petrich, Sociology
	Lupita Cruz, SW Studies Center	Rhoda Ray, Geography
	Vickie Healey, Political Science	Victoria Villareal, SIROW
	Debbie Jackson, Philosophy	Kathleen Westerhaus, History
	Veronica Peralta, Latin American Area Center	

Chair Yolanda Becerra called the meeting to order.

Secretary Beth Marlatt sent around the attendance sheet and called for changes or corrections to the April 10 minutes. The minutes were approved with two corrections, 1) Add Interim Dean Charlie Hurt to the April 28 meeting between Dirk, Yolanda and Beth; 2) correct spelling of Dean Candidate Renu Khator (was misspelled Khatar).

Co-Chair Dirk Harris outlined the meeting ground rules.

NOTE: Midway through the meeting, the council agreed that Interim Dean Charlie Hurt should continue with his update for the entire meeting time.

Charlie opened by stating that his purpose in being at the SBS SAC meeting was: 1) To talk about the SBS SAC role and mission; 2) To report on where we stand with budget issues.

Charlie said that he would like the SBS SAC's advice and/or opinions on how to work through some of the issues facing us.

He said that the problem we have now is how to make the institution (SBS in particular and the UA as a whole) work better. We have an opportunity to examine and identify places where the institution can improve, and to eliminate duplication of effort, programs and services, while avoiding what he called unintended harm.

Charlie emphasized to the group that he is not seeking from us names or positions to layoff. He is not looking for a, "hit squad." He is looking for ways to do things better. How do we reduce the budget while doing three things:

- 1) Maintain quality (a solid core of staff);
- 2) Minimize harm to individuals. His goal is to reduce non-retentions and layoffs as much as possible; and to make sure we do not do unintended harm.
- 3) Maintain as good a level of service (which includes teaching) as possible. Do things like defer computer upgrades and purchases, reduce services to units or, "back it down". The goal would be to back it down minimally.

Next Charlie addressed what he called the, “7% Solution Issue.” He noted that until last Wednesday, the Provost had given the Dean’s opportunity to craft their own 7% solutions. The guidelines were to heavily rely on the [SPBAC](#) (Strategic Planning and Budget Advisory Council) criteria. Charlie will give the Council a copy of these guidelines soon. A question was posed regarding the white paper and its role in this process. Charlie noted that the White Paper indicates where the College is at, but does not address where the College is going- or should be going.

Charlie indicated that he has identified eight “top tier” units, “second tier” units and “other” units within SBS. Examples of “other” units were given as SBSRI and BARA. These are units that do not fit into the SPBAC criteria. The top tier units will be protected from the seven percent cuts to the maximum extent possible. The second tier units will bear more of the cuts, with specific “areas” (not units) targeted for cutting. He will communicate these things to the Department Heads and Directors, the Staff Advisory Council, the Faculty Advisory Council and the Student Advisory Council (if it is still active) soon. He will definitely explain with the recommendations how they were arrived at and what exactly they are.

Most cuts will be what amounts to temporary “hits”. Charlie said that he predicts that over two to three years we will regain the funding we are now losing, but that next year will be a “bear”.

Although July 1 is coming up soon, the plan recommended by Charlie will have been only partly implemented. The remaining cuts will be carried as a negative balance owed to the Provost. The balance owing will be carried at the Dean’s level. The Dean will be responsible for making a recommendation to pay down the balance owed ASAP.

Once the budget cutting recommendations are released to the Departments (early next week), there will be a short period of time when departments can talk to the Dean and request variations on his recommendations. He would like to avoid any, “summer surprises” (large changes while faculty are away during the summer) by getting his recommendations on the table before faculty leave, thereby allowing faculty input and feedback. Recommendations will be sent to the Heads and the staff budget personnel.

One thing that cannot be done is tenured faculty may not be released due to the cuts. There is also great difficulty releasing tenure-eligible faculty. That leaves staff, adjuncts and temporary employees to absorb the majority of cuts. Dean Hurt emphasized that if disestablishment, or removal of a department is to take place it will be done by the new Dean.

At the 5% level targets identified were evenly split between non-retention and layoffs of staff, academic professionals and administrators. To date no staff layoffs have occurred in the college. Charlie said that his job is to protect the college. He said that an indication that he has so far been successful in this is that the College of SBS only took a 2% cut during the past year. He said that he: 1) made a strong case to the Provost; 2) the Provost gave up a lot of dollars to SBS; and 3) SBS burned a lot of Summer Session money and central reserves. This year that cushion will not be there.

There is a \$1 million shortfall between what we need to spend and what we have. The new Dean will have to address that difference. Charlie stressed that the new Interim Dean (after he leaves) will have the authority and the right to make changes to his recommended plan.

Meeting was adjourned.