

Faculty Advisory Committee to the Dean Meeting Minutes

Monday, December 22, 2008, 10:00–12:00 p.m., Room 118 ASI Bldg.

Attendance: FACD members: Paul Heinemann, Troy Ott, John Vanden Heuvel Mary Barbercheck, Matt Kaplan, Martin McGann, Robert Beelman, Margot Kaye, Wakar Uddin

Unable to attend:, Jeff Hyde, Eric Zenner, Liwang Cui, Bill Curran, Ramesh Ramachandran

Chair Paul Heinemann called the meeting to order. Paul asked the group if there were any new issues or questions they would like to propose to the Dean today. The following items were brought up for possible further discussion with the Dean:

- Lab renovation delays
- SFR Bldg. issues
- How is the bid process handled for awarding work to outside vendors versus OPP?
- Is there currently a hiring freeze on?
- What is the status of the new Dean's Search
- SAC provided money saving recommendations to their depts. – can FAC do the same?
- College policy on Compression, Inflation on start-up costs

Paul also noted that a meeting took place between Staff Advisory Committee members and FACD members to discuss the issues brought up at the last meeting. Also discussed responses to the College-wide survey. The survey was to determine interest in reviving a college-wide social activity.

Dean Steele arrived and gave his report/updates:

Monitoring state budget conditions month by month, which can also be tracked on the Dept. of Revenue website. Currently a 1-2 billion dollar deficit, but PA is in better shape than other states. There is a second rescission of 1.76% (total 6% reduction now in our state-funded budget). This is “one-time” money and not out of our base.

Dean Steele stated that President Spanier will not make mandates such as a hiring freeze. Also mentioned that there could be no raises (which are usually around 4%) or very modest raises.

He also said that we do use our endowments for operational purposes. We have a very high bond rating because of this. Also, our endowments have not been hit as heavily as others.

The budget issue has not had an impact on applications. We are currently ahead of last year's application figures. Our increased enrollments numbers has offset our rescission. We are currently at maximum capacity at University Park so the growth will be at our campuses.

The Children's Hospital is on hold and all capital projects are stalled because we can't borrow money. The rank order of capital projects hasn't changed (Henderson Bldg. project and Millennium Science Center still on).

We are in the quiet phase of the new capital campaign project.

The SAC discussed ways to save money and the Unit Leaders were also asked for ideas. Unit Leaders get a report each July on expenditures. For the College, Group Meal expenditures were more than what we spent on computers last year and a very large amount in the miscellaneous category. The College is currently in the midst of a routine internal audit right now and will be gathering data until the holiday break, then we'll get a report in January for the Deans' review and response. The audit also has an IT component – security.

On the travel policy that requires Mapquest printouts or similar documentation for personal car use travel, the College will follow the University Policy. If the Comptroller says we need to do this, we will. Not all units have been informed of this policy. The method in which the message was delivered may have been the problem, budget person needs to communicate better. Faculty and staff may respond better if an explanation is provided.

On the new Dean search, they are conducting airport interviews now. From that, they will bring some back for an interview process. The goal is for the President to present a candidate at the March Trustee meeting. There are a number of Dean interviews going on right now.

On how the bidding process works for facility renovation work – it is okay to go outside for bids, but OPP may also bid. Decisions on lab renovations are handled with the department and Senior Associate Dean and Ray Pruss, who interact daily with OPP. The College's experience is that outside bidders are not always better.

Paul Heinemann closed the meeting and will get spring schedules from everyone to set up SP 09 FAC meetings.

Paul Heinemann, Chair, FACD

Kathy Pletcher, Administrative Assistant