Meeting Minutes

Meeting called to order by Joy Landis at 11:05 AM.

Ex Officio: Donna Zischke
Guest: Dave Byelich
Absent: Terry Curry, Sue Halsey, and Lucy Maillette

Motion to accept the agenda: No changes to the agenda

Motion to approve January minutes: Sandy Eagan-Hill, seconded by Paul Streng.

Budget update from Dave Byelich, Office of Planning & Budgets
Byelich began his presentation by noting that there is a different mindset on campus. After several years of budget cuts, there is good news with a modest increase in funding.

- In the Governor’s proposed budget, MSU will receive a 1.4% increase; across the board, Michigan higher education is receiving a 3% increase, but the formula’s metrics are weighted such that Michigan’s smaller universities will receive larger percentage increases than MSU.
- No cut proposed for AgBioResearch and MSU Extension for the first time in five years.
- MSU has to be part of the Michigan Tuition Transfer Network to be eligible for budget augmentation. MSU has more stringent criteria when it comes to approving these credits than other universities.
- There is some discussion about increasing tuition for international students and certain professional master’s degree programs (where students would have higher entry-level salaries).
- Byelich would like to share drafts of the Academic Specialist and Faculty Affairs raise request letters by early March, so that they can be transmitted to the Trustees in final form well in advance of their April meeting.
- A market analysis of specialists’ salary levels compared to similar job classes in peer education institutions would be helpful for determining the appropriate raise rate to request.
- ASAC has requested data on MSU specialists’ length of employment and pay rates from the Provost’s office. There has been a lack of resources to dedicate to this analysis formerly, but OPB could provide the resources, if necessary.
Even if there is a recommendation for a higher percentage raise for specialists, there is no guarantee that the departments will not use these funds for faculty. Perhaps there should be a policy initiated to encourage departments to treat specialists more fairly.

We should also examine risks versus benefits. Departments have different views of specialists’ worth/permanence, and there are other issues (e.g. grant budgets) that may color departmental raise decisions.

A subcommittee was formed to further investigate the issue of specialist compensation: Sarah, Andrew, Mike, and Sandra. Sarah will call the first meeting and then the committee will determine future leadership.

Old Business:

Update on structure for new professional development support through the Provost’s office (Donna Zischke)

- Intent is to reinstate professional development with similar eligibility requirements: 24 FTE service, open to probationary/fixed term as well as continuing appointments. New: restricted to MSU credit courses only (but not just toward degrees). Looking at a soft cap of $125,000 for the first year, due to budget constraints, and reassess (unspent money would be rolled over). Eligibility for 4 credits per semester, 12 over the academic year. Hope is to have it ready by fall semester 2012.

March LinkedIn session update (Donna Ullrich, Barb Kolar)

- John Hill has confirmed for March 19th for a two-hour block; time is still to be confirmed. Sandra suggested that a morning session would be best.

Election committee update (Kristy Dumont)

- Need nominations for someone in Advising.
- Extend deadline until next Wednesday.
- Kristy will send an invite to the Advising listserv.

New Business:

- Discussion about January panel event and ideas for the future.
  - Group seems to feel that this format is good; the turnout was great, and perhaps less frequent sessions are more effective at capturing attention.
  - We will try to videotape future sessions.
  - It seems like a lot of specialists don’t understand some of the terms associated with their positions (e.g. fixed term, continuing, etc.).
  - Perhaps we could have a similar session next year with more intimate discussions between leaders and participants in similar roles, without sacrificing the full group discussion.
  - Academic Specialist handbook was developed by an earlier ASAC and the Provost’s office. Consider creating a PowerPoint to help walk specialists through the handbook and gain a better understanding of the differences between fixed-term and continuing, etc.
• Recommendation: invite all specialists when we have an annual meeting with the Provost and book a larger room.

Motion to adjourn by Mike, seconded by Donna. Motion carried unanimously.

Meeting adjourned: at 12:30pm.

Learning Session: LinkedIn Session with John Hill scheduled for March 19, 9:30 - 11:30 AM.

Attachment: Executive Budget Recommendations from Dave Byelich

Next scheduled meeting: March 15, 11 AM