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Annual Report, Arts & Sciences Finance and Service Committee, Wednesday, May 8, 2013

Arts & Sciences Finance and Service Committee

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Finance & Services - Report to the A&S Faculty for 2012-13
May 8, 2013
Robert Moore, Chair

The members of the Finance and Services Committee for the year were:

Faculty: Joseph Siry, Cynthia Snyder, Paul Reich, Eric Zivot, Eren Tatari, Robert Moore
Staff: Leon Hayner, Micki Meyer
Students: Elise Ablin, Blake Ramsey, Mary Birthisel
Bill Short (ex officio) and, as an invited CPS Faculty non-voting member, Anna Alon.

The committee met approximately once a month at a regularly scheduled time and invited the following administrators, faculty and staff personnel for consultation and information gathering: Jeffrey Eisenbarth, Bob Smither, Matt Hawks, Maria Martinez, Bill Short, Sharon Carrier, Ann Francis and Rick Foglesong.

Holt School Proposals

The reported to the Executive Committee that Dean Dave Richard of the Holt School suggested, at the Planning and Budget meeting of September 12, that Holt, which has been paying in about 6.3 million/year to the general College fund, be allowed to cap that amount and adjust it only with reference to the CPI. Then, he proposed new programs in Holt, a Health-related program and an INB program, which he estimated would bring in large numbers of new students that would benefit Holt and the general fund (at an 80/20 ratio) and would allow Holt to play a role as a center of innovation for the campus.

Regular Meetings of Staff for Presentations by the President and Vice Presidents

The Committee recommended that a presentation by the president and vice presidents be made to an all-staff gathering once per semester. The first such meeting was held in February 2013 and feedback from Staff representatives on the Committee suggests it was helpful and appreciated by those attending. These meetings, it is hoped will provide both an opportunity for staff to stay in the information loop on important college matters and to include their voice in the decision-making processes.

Merit Pay Committee

Procedures to make merit pay available to eligible faculty were put in place, including distribution of the one-page application forms (attached) to Arts and Sciences Faculty and the establishment of a Merit Pay Committee as a subcommittee of the Finance and Services Committee. The five-member elected committee represents tenured faculty from each division of the Arts and Sciences and one at large member.

The Committee established a permanent system whereby a Merit Pay Committee of five will be in place every fall when merit pay evaluations take place. Members will hold two-year terms and these terms will overlap such that the Merit Pay Committee will always include at least two experienced members.

The initial committee comprised the following faculty:

Paul Harris (Social Sciences)
Pedro Bernal (Sciences)
Carol Lauer (At Large)
Phil Deaver (Humanities)
Susan Lackman (Expressive Arts)

In the spring semester, two of these members were replaced, leaving the Merit Pay Committee as follows:

Paul Harris	2012-2014
Pedro Bernal	2012-2014
Carol Lauer	2012-2014
Bill Boles	2013-2015
Wenxian Zhang	2013-2015

It was decided in an Executive Committee meeting that in the future, Faculty will be asked to turn in their FSARs by August 15. The one-page Merit Pay Application Forms should also be turned in at this time so that the Merit Pay Committee will have time to review them and facilitate merit pay increases in the timeliest manner possible.

Faculty Travel

Since the faculty travel allowance was established in 1992 and has not gone up since then, the Finance and Services recommended that it be increased. Currently the limits for individual faculty members are \$1200/1500 (domestic/international). Also included was a request to increase the amount allotted from the budget to cover the increased allowances to \$350,000 (from the current level of approximately \$175,000). The Planning and Budget Committee, in its January 16 meeting, agreed to an increase of \$250 for each of the above categories, resulting in totals of \$1450 and \$1750 respectively, to be implemented in the next fiscal year. The annual budget allocation will be left at about 175,000 rather than the 350,000 requested for now. These numbers come with a stipulation that should more money be needed to cover faculty travel in the future, then for the short term, some money can be drawn from the college's contingency fund and in the long run, an increased level for this budget item will be considered. Furthermore, the P&BC will take another look at the \$1450/1750 levels one year from now to determine whether or not further increases are justified.

Salary Augmentations Linked to Faculty Promotions

Finance and Services met with Maria Martinez and Matt Hawks to review the issues of equity in Staff salaries and the salary augmentations that Faculty receive when promoted to associate and full professor. Dean Smither also participated in this conversation. The current augmentations or raises, \$3,000 and \$4,000 respectively, were set at some point in the 1990s. Matt and Maria brought comparative data from peer (and at least one aspirant) institutions which showed that Rollins was not too far from the standard, though a little on the low side. The Finance and Services Committee voted to increase the “bumps” to \$3500 for Associate Professors and \$6000 for Professors.

We further suggested that the bylaws be revised to require reviews of these increments every five years so that we do not see another 20 years go by before appropriate adjustments are made.

The Compression Issue.

We asked Human Resources if there is a system that we could apply that would automatically counteract the effects of any resulting compression from these new amounts (assuming they are approved by the administration).

Here is the reply from Matt Hawks concerning the Compression Issue:

Going forward each year as we promote faculty using the new promotional increase amounts...we will need to review how the increases impact other similarly situated faculty members from a compression/inversion standpoint,...it may be appropriate in some cases to make corrective equity adjustments to the salaries of others. So as a matter of regular practice we would begin reviewing this each year at promotion time. That said, for sake of transparency I think it is also important to clarify that these compression reviews and any related adjustments would in many cases be limited in scope to those faculty in the respective academic department and discipline of the promoted employee.

Since the Planning and Budget Committee did not meet in the spring semester following the Finance and Services resolution on these augmentations, this issue was not presented to this committee for a decision. It should be on the agenda at the earliest possible time in the 2013-14 academic year.

Staff Compensation

Matt and Maria indicated that the issue of staff income distribution is complicated by virtue of the numerous different departments, each of which handles merit pay and other matters in accordance with its own criteria. There appear, however, to be no systematic problems with either compression or gender inequity.

Fair Trade Resolution

Sharon Carrier and Ann Francis brought a Fair Trade Resolution on which F & S voted and approved unanimously. The resolution is attached.

SunRail and Rollins

Rick Foglesong made a presentation to the Finance and Services Committee in which he suggested that we support a number of endeavors supportive of SunRail and SAG (SunRail Action Group), a community stakeholder group formed to help make SunRail successful in Winter Park.

These actions include the following:

1. Have Rollins develop a protocol for selling fare cards to employees using pre-tax dollars.
2. Have the College provide employee addresses to reThink, a SunRail contractor that is part of the SAG initiative, so they can map these addresses to determine potential transit ridership.
3. Draw up a list of names of employees who would be willing to participate in focus groups in support of a social-marketing campaign.
4. Ask the College to give employees approximately two hours off to participate in one or two focus groups by ReThink and allow ReThink to communicate with potential transit riders among Rollins employees using campus email or other media.

The Committee voted to approve Professor Foglesong's recommendations and to send a letter to Vice President for Finance, Jeff Eisenbarth, so indicating. This letter is attached.

For the Future

The Committee recommends that in the future Finance and Services Faculty members be better represented on the Planning and Budget Committee meetings. In addition to the F&S Chair, who regularly attends, one or two other members would add to the A&S Faculty voice on this large and important committee. Wider F&S representation would also facilitate communication between this committee and the Faculty in general on budget-related matters.