

11-9-2010

Minutes, Arts & Sciences Finance and Service Committee Meeting, Tuesday, November 9, 2010

Arts & Sciences Finance and Service Committee

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Finance and Service Meeting Minutes: 11/9/10

Members Attending:

- ✓ Anna Alon
- ✓ Mandy Booker
- ✓ Eddie Dobrowolski
- ✓ Sue Easton
- ✓ Jeff Eisenbarth
- ✓ Kenneth Pestka
- ✓ Tonia Warnecke
- ✓ Diane Willingham
- ✓ James Poindexter

Members Absent:

- ✓ Laurel Goj

Agenda:

- Approval of minutes from 10/5
- Review of action items
- Reports from subcommittees (Ethical Production, CESI)
- New Business
 - Debrief and determine follow up from meeting 11/2
 - Other
- Next Meeting: Dec. 7th

The meeting was called to order at 12:30pm.

The first order of business was another round of introductions. Eddie Dobrowolski, student representative, was attending for the first time.

Minutes from the October meeting were approved.

Review of Action Items

Sue	<p>Status of the faculty representation on the Board of Trustees (BoT).</p> <p>The following e-mail was received from the President's office regarding faculty representation on the Board of Trustees. The board did not approve any changes to the current level of representation. AAC chair and faculty president can participate in the meetings of the Education Committee and faculty can meet with board members in an open forum. Sue asked Jeff to check into how open forum meeting information is communicated to the faculty.</p> <p><i>E-mail from Lorrie Kyle, Executive Assistant to the President regarding Board of Trustees representation.</i></p> <p>Following up on your questions regarding faculty & the Board of Trustees:</p> <p>The members of the Board of Trustees wish to continue to find ways to broaden dialogue with faculty, including regular invitations for faculty representatives to participate (non-voting) in meetings of the Education Committee. Additionally, the trustees will continue the practice of scheduling an open discussion during the annual trustee retreat, concurrent with the meeting of the Audit Committee (which involves a handful of trustees). (The past two years, these discussions have been coordinated by the A&S faculty president w/the assistance of the provost.) The chairman of the board has indicated that faculty will not hold membership on the Board of Trustees.</p>
Sue	Based on the update from Rachel Simmons, chair of the Curriculum subcommittee, moving to 3-2 load and lowering the number of credits for graduation was not found pedagogically justified.
Laurel	Questions for November 2 nd budget presentation were collected from faculty and staff.
Jeff	Contacted Sodexo and Follett (the two groups of long-term contracted employees at Rollins) to find out whether their employees are paid Orange County living wage but has not heard back. Our influence may be limited as they are not Rollins employees.

Reports:

Tonia/Diane	The members of this subcommittee are Tonia, Diane, Chris McClure (Athletics), Mary Vitelli (bookstore), and Louisa Gibbs (A&S student). Also, Ethical Production Oversight subcommittee is working to join the Consortium of
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	<p>Workers Rights. In order to join, Jeff sent a letter from the college. Tonya will be the point of contact and will work on getting the invoice paid. The Consortium is expected to help with information about vendors supplying Rollins-branded merchandise.</p> <p>There was a discussion about the purchasing process of Rollins-branded merchandise on campus. Student groups can choose their vendors for purchases of t-shirts and other apparel. One option is to develop a process through the bookstore where students can place orders and get merchandise at a reasonable prices from pre-approved vendors.</p>
Kenneth	<p>Reported on the CESI subcommittee meeting. The subcommittee took a tour of Mowbray Sustainability House where students created a garden, installed a composting area and rain collection barrels. The Mowbray Sustainability House will be maintained by the seven students who will live in it, along with members of EcoRollins and the sustainability coordinators from the Sustainability Program.</p>
Sue	<p>Reported on budget/planning committee. Similar issues were discussed as the ones presented during the budget/planning presentation to faculty and staff.</p>

Discussion Points:

Sue brought up poor attendance by the faculty of the budget/planning presentation. The question was raised on whether our liaison activities are needed if there is no demand for this information. Lack of attendance was attributed to either sufficient understanding of the current budget situation or a need for a different forum for distributing information. The committee may consider organizing an information session.

Student representatives voiced a concern that students do not get any information about how the tuition dollars are spend. There is unease among students that while dorms need improvement, Rollins is spending money on dressing up manikins in the library. Jeff offered to meet with the student organizations and provide information on how tuition is being spent.

With faculty receiving last year's merit pay this August, there is some negativity on the part of the staff as it is perceived that only staff did not receive raises this year. Also, budget/planning presentation for staff was the same as for faculty. While faculty salaries were compared to peer and aspirant institutions, staff salaries were not.

We will continue examining how this committee can best contribute in its role as a liaison between different campus constituencies and also examine additional issues that can have positive budget implications.

Action Items:

Sue	<ul style="list-style-type: none">*Consider inviting Rachel Simmons to discuss 3-2 load issue.*Answer questions received from faculty/staff for the budget/planning presentation. Send draft to the rest of the committee for feedback.
Tonia/Diane	<ul style="list-style-type: none">*Continue working on joining Consortium of Workers Rights and purchasing venue for Rolling-branded merchandise for student organizations.
Jeff	<ul style="list-style-type: none">* Check into how BoT open forum meeting information is communicated to the faculty.*Follow up on whether faculty/staff got notification on how to access slides from the budget/planning presentation.*Jeff will schedule a meeting with Charlie Rock to answer his budget-related questions.*Meet with student representatives regarding tuition allocations.
Anna	<ul style="list-style-type: none">*Attend budget and planning meeting.

Other items:

We will have subcommittee reports from Ken (CESI) and Tonia (EP) at the next F&S meeting, in addition to hearing updates regarding all new action items listed above.

Meeting was concluded at 1:57pm.