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Minutes, Arts & Sciences Finance and Service Committee Meeting, Tuesday, October 6, 2015

Arts & Sciences Finance and Service Committee

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FINANCE AND SERVICE COMMITTEE

MINUTES:

Oct 6, 2015 in CSS 119

Approved: Nov 3, 2015

Attending:

Faculty: Laurel Habgood, *Chair (in absentia)*, Bobby Fokidis, *Secretary*, Zhaochang Peng, Todd French, Daniel Myers, Udeth Lugo, Michele Boulanger, *CPS representative*, Bill Short, *Staff*, Troy Thomason, *Staff*; Students: Elizabeth Patz, *SGA finance chair*

Guests: Pat Schoknecht, *Information technology Assistant Vice President and CIO & Business Services*

Minutes from Sept 8, 2015, meeting passed as submitted.

Announcements:

Habgood announces two information sessions: 1) Retirement Plan Basics with Richard Lewin on October 19, and 2) the Transamerica retirement plan information colloquium in Oct 20.

Old Business:

Faculty Salary Study: Habgood reports no updates on this, but reiterates the need to continue discussion with administration. Lugo reports that human resources, the provost office, and the deans will be having a meeting regarding study methodology occurring sometime before Nov 5.

Divest Rollins: Short states a meeting was held with Dr. Barry Allen, the Rollins coalition for sustainable investment, and Rollins investment consultants. Short describes the difficulty of divestment as the Rollins investment portfolio is mostly mutual funds as part of a package and excluding specific funds is problematic. Short states that about 45 funds comprise the endowment and in total about \$4 million is invested in fossil fuel companies. Short also mentions that the investment committee were concerned about precedence in a social divestment model, leading other constituencies to petition for additional divestments. Short mentions that Novak (from Rollins coalition for sustainable investment) proposed instead that money could be invested on campus with the goal of reducing carbon footprint. Short describes that the Director of Facilities, Scott Bitikofer advised several infrastructure improvements in residence halls could be updated to improve efficiency (e.g., water heaters, air conditioners). Short describes that the investment committee board has already met and will meet again on Oct 8. The Consultants are frequently available as they handle investments for multiple organizations in Winter Park. Myers: Reiterated his understanding of the situation referring specifically to the mutual funds preventing divestment. Short

agreed with his interpretation. French: *Has Novak already met with the investment board?* Short: No, he has only met with the Consultants thus far.

Concerns about Financial Decisions: Habgood raised the concerns of some faculty regarding recent major financial decisions being made: specifically the closing of the summer day camp program occurring with little to no discussion with the faculty. Habgood reiterates faculty concerns about transparency. Schoknecht describes that goal of summer programs is to bring revenue and provide employment opportunities for Rollins staff, students and Sodexo during summer. Schoknecht indicated maximizing this goal involves preference for events and programs that encourage living and eating on campus, and summer kid day camp programs are limited in this regard. Schoknecht cited the Duke TIP program as a major success, particularly as it involves “top-notch” academic students, and the consensus is that this opportunity may attract families to Rollins for future college enrollment. Schoknecht stated she met with Rollins marketing and they were not concerned about this issue, after a reassessment of historical data showed that about 10 day campers were children of Rollins employees and only a few would be legacy students that end up attending Rollins. After this assessment, scheduling approached the senior staff, and they mentioned it makes sense and did not have issue with stopping the program.

This past summer (2015), space on campus for programs was “maxed out” according to Schoknecht, and decisions were made after an assessment of summer college programs for the coming years, determined no room was available to host all programs. Schoknecht describes the concerns of both campus safety and landscaping about having young kids running around campus, and allocation of safety personnel for directing traffic during kid pickup and drop-off. Counsellors were not told about the decision after it was made to avoid them taking “flack” from angry parents, however they were told early enough to give an entire academic year for parents to find an alternative. Schoknecht stated that the decision was made without approaching faculty, as it would not directly involve them.

Habgood reiterated that the main concerns of faculty was not the decision, but the potential for more important future decisions to be made. Habgood: *Are there other decisions that are going to be happening any time soon?* Schoknecht mentions the Follet contract is being extended and the bookstore will be moving into Frankenstein’s pending approval from president Cornwell. Follet will be putting up the money for necessary renovations. Habgood: *How long is the extension with Follet?* Schoknecht: Previous contract was 10 years or so, best guess is 10 years extension. Schoknecht: Other decisions include the Coca-Cola (non-exclusive) contract being up for renewal. This is a non-exclusive contract, but may consider an exclusive contract though Pepsi has limited market success, other products might be affected including Mountain dew. Myers states that Mountain Dew is a vital component of the computer science department. Schoknecht: Not sure if faculty care about these issues. Habgood: Maybe students should know about the decisions.

New Business:

Concerns about Space on Campus and Needed Renovations: Habgood asked about the major renovations taking place on campus. Schoknecht: There is a bat infestation in the attic of the Pioneer building and they are producing large quantities of guano. This required 28 people in Holt school had to be relocated across to the Troutman building (across from Ethos), which is being leased with the option to buy, which has already been approved by the board of trustees. The life-long learning program (4 faculty) is being moved to the Stewart house, and Bach Festival is being moved to the Osceola House. Habgood: *Will Holt remain in the building after renovation?* Schoknecht: “They are happy to stay where they are”. The Pioneer building is being remediated for \$250,000. Short describes how the building is being completely renovated “taken down to studs”. Schoknecht: disagrees saying that building will have the same configuration will remain mostly interior changes, and being rebuilt on the old building. The current plan is to be move-in ready by beginning of summer. Habgood: *Will there be classroom space or only offices?* Short: There is a Holt auditorium. Schoknecht: There is lots of modular furniture that can be moved around, so classrooms can be made in the first floor easily just by putting up walls. Habgood: *Is there a list of items being considered for major renovation?* Schoknecht: There is a list of major capital projects with a sense of timing of the implementation, which does not include things like roof repairs on CSS or basement of Bush building. Schoknecht then describes how Scott Bitikofer as safety officer tests the mold in the air regularly and is reporting that currently it is below to levels. Habgood: *Would a colloquium on this subject be of interest to faculty?* Myers: *This appeared to have been of interest at the last faculty meeting?* Pat: *The master plan itself is a public document?* Habgood: Colloquium might be better than an online document that has to be located. Peng mentions how parking still is difficult in garage even on third floor. Schoknecht believes this might have been a result of the soccer field renovation and its construction crews, but now with that project is finished and Holt being moved to Troutman, it should become better now. Boulanger remarks that it seems better. Schoknecht: Parking concerns fall is Ken Miller’s department. Habgood: *Should we invite Ken Miller to FSC?* French says yes, and asks when Dave’s boathouse going to be opens (another site being used for parking by construction crew. Schoknecht: It will open either on Oct 21, 22 or 29, but will be staggered: for SGA it will open on Wed; grand opening on Thurs based on student request and for faculty on Fri from 5-7pm.

Concerns about Foliotek Cost: Habgood raises concerns regarding the costs of Foliotek to RCC students in the form of a portfolio fee. All RCC classes were charged this fee, but at a QEP meeting one RCC member complained that the materials fee for his RCC course was not charged, thus impacting his department negatively, because the Foliotek fee was charged instead. QEP committee promotes the use of Foliotek to “get their money’s worth” and to encourage retaining access after graduation for the job market, etc. Schoknecht: the portfolio fee is for access during the 4 years at Rollins and after students can then cover costs or simple save information to another website or platform. Foliotek retains the data for a long-time so it is not immediately lost upon graduation and teachers need to reiterate that student must pay for Foliotek (\$25+) after graduation. Myers: *Is it used for rFLA assessments also?*

Habgood: that is the plan and it is also used for career and life services. Schoknecht: Several departments use for senior capstones with examples in Biology and Spanish. Fokidis: *Do we know how students are responding to it?* Patz: I can ask around, but this is first I heard about it.

Revisiting 3%-6% Cuts to Departmental Budgets made in AY: Habgood describes how the call for departmental budget adjustments are to be handled by administration. Short explains that the needs of each college and department will be assessed separately, and will each go into a master list. This is how the reallocation of funds will be determined. The master list will then go to the provost, and will be prioritized with consultation of VP. The planning and budget committee will look at these and a strategic plan will be developed next year. Short: *I do not know how much money is available?* But faculty salary adjustments are a priority. Next meeting is either Nov 4 or 6 with deans and they will provide a list of needs for each department and college.

Sabbatical Policy: Habgood asks Peng to update us on the sabbatical leave policy, specifically to increase two-semester sabbatical to full paid status. Peng: I am currently collecting data currently on sabbaticals and I can prepare a drafted discussion next meeting. Issue is tabled for the next meeting.

Other New Business? Habgood: *Any issues from SGA?* Patz mentions that divestment is the large issue at the moment and they are also considering an umbrella policy. Schoknecht mentions how we are considering a company that rents umbrellas through vending machines and she plans to have a meeting with the company representatives to discuss costs, etc. Schoknecht: Another issue under consideration is having ice machines in every residence halls. A predominant rationale for this is having access to ice for athletic injuries, although conversations with Pennie Parker suggests it is not a major issue. Schoknecht: Maybe only have a couple in residence halls, as it means infrastructure changes (e.g., water lines, etc). Schoknecht: I take student requests seriously but have to get cost information to the SGA to decide if they want to pursue. Short: Fossil fuel is an issue with ice machines as is sanitation. Habgood: Anything other items to discuss from staff? None raised.

Meeting adjourned 1:33 pm.

Prepared and submitted,



H. Bobby Fokidis, Ph.D.,

Secretary