**FACULTY ORGANIZATION MEETING**

**Friday December 12, 2014**

**9:30 – 10:30 a.m. – Reed 117**

**Faculty Council Web site: http://behrend.psu.edu/faculty/council/index.htm**

I. Call to Order and Approval of minutes from Oct. 27th Faculty Organization Meeting

II. Updates from Committee Chairs

A. Faculty Affairs – E. Kuttenberg:

- The Committee is looking into how open houses are run. HSS has expressed discontent in the current model. The School of Business has a Business Day during the school day to recruit potential students

- Retention is another issue of investigation. All schools would like help in UP targeting our majors. The committee would like to see more of the international students stay all four years. In order to retain majors, one suggestion is that we need to have more awareness of our majors. One possibility is to have an open house for our own faculty to better understand what our majors are; Some faculty have expressed interest in looking at our dorms and to learn more about our programs.

B. Undergraduate Studies - B. Potter

- The committee is working on improving classroom technology. They have met with IT support teams and those developing technology in the new classrooms. They will form a joint task force to better communicate btw faculty and computer center on technology skills.

III. Report from the Faculty Senate:

B. Lasher reported that the state has passed new law that requires 3 part background check on everyone every three years: Criminal background, Child abuse and fingerprinting. This will begin in Jan, 2015.

Question on benefit task force state – D. Blasko answered that the senate is still working on. There is a website with current report

Question by J. Gamble on Barron’s change in approach on requesting money from the state – Gamble asks if it is a risk not to have a general request – Barron has answered that this may result in more money since we current get so little.

IV. Tracy Claybaugh, Behrend Financial Officer

 Presented an overview of the PSB Budget in response to questions that faculty had asked.

 Some of the topics included in the presentation were:

 - Permanent vs Temporary budgets and the items included in each.

- Permanent Budget: includes items such as: salary, wages (under 20 hours, student workers), department allotments, fringes, endowment income (e.g., scholarships, Black School endowment, HSS endowment), grants and contracts (e.g., Office of Sponsored Research)

- Temporary Budget includes many items such as fixed term faculty salary

- Target Budgets - Every year we have a target budget: Income and Expenses – this year we have about 9.5 difference

 - Research Budgets

 - Departmental Budgets: covers institutional support, academic support (a center, radio station, provost and dean office, student services (e.g., personal counseling), resident instruction, the Learning Resource Center

- Carry forward restricted money includes:

 - research dollars – cost centers in school budgets

 - facilities fees – most goes to rec center they are saving for; also Mary Behrend monument

 - noncredit –such as CE and outreach

 - scholarships that we’re not awarded

 - instructional equipment – e.g. computers – managed by Jim Serafin’s office

 - Student affairs etc. – most is from activity fees

 - Tuition Full time equivalency (of students – based on 15 cr per full time student)

- tuition dollars go to UP and then we get back a percent of it based on hitting a target of FTE

- FTE has gone down from high in 2008/2009 –

Dr. Birx provided some context into how the budget model has changed in 2012. There has been a change in FTE and a change in the return in the amount Behrend gets back; Behrend been getting back fewer dollars back with more funds absorbed centrally. The 70% is not really 70%; it gets adjusted each year.

A question was asked about who makes decision. Birx answered that you can’t really write to any particular person.

There were additional comments made on the 70/30 model; the 70/30 refers to money above a base amount that must be paid first; the 30% is never guaranteed to get any back.

- D. Birx commented that Behrend is number 1 in performance; Keep in mind that there is a central pot, we have been getting less each year due to helping to keep campuses afloat.

-T. Clayburgh added that it is hard to budget since don’t get money until months after the school year starts;

R. Ford commented that the 70/30 money hits new initiatives most; D. Birx added that it also affects the temporary budget – e.g. FT1s.

Behrend is best funded for permanent budgets – based on high number of permanent faculty

Tracy reviewed temporary tuition over past 10 years. One good point in last two years is the Behrend has been able to get some funds separate from the 30%. This year we are estimating about $2 million back in the 70% and the $1 million in extra fund on that has already been transferred and is being used for temporary faculty.

Temporary Tuition to Permanent Dollars – this is the 1% that comes out of baseline; in past when had extra turned into permanent dollars which gave Behrend a cushion – helped to keep Behrend at a status Quo.

Voluntary retirement plan – had about 20 people retire – Behrend had to pay for those people this year and on top of that pay for temporary replacements. We will get back some positions next year.

*NOTE: For more information, please see: www. Budget.psu.edu – the Penn State Budget Office Website. You can see these reports and more.*

V. Comments and Announcements

 - There was a visit by the Behrend Lion.

VIII. Adjournment

 l. Lasher – motioned to adjourn, L. Arorone – seconded

 Adjourned at 10:25

Future dates:

 Next Faculty Organization Meeting - End of January