

CLAS Finance Committee Minutes

Thursday, Dec. 10, 2020

12:50–1:40 pm

Zoom Meeting

Present:

Committee Chair Eric Potsdam, Shifra Armon Catherine Tucker, Gillian Lord, Tarek Saab, Christine Overdeest, Jon Martin, John Palmer, Student Representative Fahad Qasi, Associate Dean Chris McCarty, CLAS Budget and Finance Director Uma Sethuram

1. Approval of minutes from Nov. 2020 meeting

Available at <https://ufl.instructure.com/courses/385529>

Passed by voice vote.

2. Preparation for reviewing OPS Departmental Budget Request Forms

- CLAS Budget Office will allocate approximately seventeen million dollars for OPS.
- Assoc. Dean Chris McCarty noted that demand for OPS from the departments is expected to exceed this amount.

A. Factors affecting interpretation of each department's spreadsheet were discussed, including

- Is data based on 2019 budget in all cases?
- Will this data remain relevant as new A-I courses roll out?
- Does the number of courses offered remain constant from year to year?
- Does the number of TA's needed also remain constant?
- Do all TA's perform equivalent tasks?
- Should the FC review individual line-item entries?
- The appropriate size of graduate programs

B. Procedural suggestions

- FC discussed pros and cons of dividing the department spreadsheets by discipline among three FC subcommittees
- FC discussed pros and cons of reviewing one's own department's spreadsheet
- FC discussed ensuring an equitable division of small, medium, and large departments' budget request spreadsheets.

C. Possible outcome of this review process:

- Attain a clearer idea of what a standard full TA assignment look like
- Attain a clearer idea of current OPS needs of each department
- Assess what is a reasonable OPS request for each department, especially regarding TA requests.
 - In order to accommodate possible OPS reductions, departments may find it necessary in certain cases to redistribute faculty teaching or workload (e.g. by assigning senior faculty to teach lower-division courses).

D. Action Items:

- Assoc. Dean Chris McCarty will fill in missing information on the Department Budget

- Request Forms by contacting corresponding department chairs.
- Associate Dean and Director of the Academic Advising Joseph Spillane will assess demand for courses.
- FC Committee Chair will assign spreadsheets equitably among three subcommittees for review
- Updated spread sheets will be made available in the FC CANVAS file for 2019-2020,

Respectfully submitted
Shifra Armon, Secretary