

CLAS Finance Committee Minutes

Monday, February 1, 2021

1:55pm – 2:45pm

<https://ufl.zoom.us/j/95946414628?pwd=TWxNODJ5bEErbGtuSW9VME80YU1pZz09>

Attending:

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

1. Approval of minutes from January 21, 2021 meeting

available at <https://gov.clas.ufl.edu/files/Minutes-1-21-21.pdf>

Approved by voice vote

2. Discussion of first round of spreadsheet review

FC discussed the first round of reviewing department OPS budget request spreadsheets. The three subcommittee compared their results and voiced ideas for clarifying the data.

3. Action Item

FC members agreed that the data provided on the current budget request spreadsheets are insufficient for quantifying the number of hours that TAs work to fulfill their various assigned duties. To survey chairs on this point, Eric will design a template to guide unit chairs in specifying the number hours that TAs spend on such assigned duties as office hours, grading, lesson planning discussion sections, meetings with supervisors, conducting laboratories, lab set-up, travel to research sites, etc.

The results of this survey should be available by February 15.