

CLAS Finance Committee

Meeting Minutes

March 8, 2021

1:55 pm-3:10 pm

<https://ufl.zoom.us/j/93233635262?pwd=Z2JWVkpPeEFDMnJZQTdlVnY2WEtNz09>

Attending:

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

A. Discussion of proposed workload profiles

Assoc. Dean Chris McCarthy clarified that Chairs will be asked to resubmit OPS Budget Request Spreadsheets using the standardized new profiles rather than specifying hourly workload.

1. FC discussed whether to keep the .25 FTE workload profiles

Consensus was that the .25 category should not be needed if Budget Request instructions indicate that a .5 profile requires 20 hours of effort. TAs with split workloads can be assigned fractional positions accordingly.

2. FC discussed the level of detail needed on proposed workload profile

Current number-of-hours-per-task ranges, number-of students-per-class ranges, variations due to labor-intensive writing classes and lab duties, and possible redundancies on proposed workload profiles were discussed.

The workload profile will be modified to take into account different types of grading, for example, multiple choice, versus problem sets, versus essays

Labs ranges and hours will be reviewed and possibly reworked.

B. Action items:

1. FC members from lab-oriented departments will rework lab-related workload profiles
2. Eric will charge subcommittees with 3rd round reviews of OPS data
3. Eric will forward notes from earlier subcommittee reviews to the 3rd round of reviewers
4. Eric will prepare a final draft of the workload profile based on FC input.