

**I. Fall 2008 Meeting: Oct 6, 12:00-1:40pm**

- A. Faculty Concerns reviewed, and made recommendations on proposed Changes to our Committee's structure for the Faculty Governance Review Committee
- B. Speeding at Winthrop Lake is often a serious safety concern
  - **RESPONSE:** These concerns were forwarded to the VP of Student Life and the Chief of Police. Chief Zebedis, with VP Ardaiole's support, (a) increased WU Campus Safety patrols employing a radar gun, and (b) engaged the City of Rock Hill Police Department's assistance to place a "speeding cart" that flashes a warning to any vehicle that exceeds the limit.
- C. There are some concerns about why so many voting members of Research Council are appointed, and how the committee can have continuity with 1-year appointments.
  - **RESPONSE:** The Chair of Faculty Concerns looked into this matter and discovered the Dean of Arts & Sciences had convened a committee during the previous academic year to make recommendations to the VPAA regarding the Research Council. A copy of that committee's recommendations was circulated electronically to all committee members for review.
- D. The Committee on Faculty Concerns thought we could make use of University budgetary information in forming our recommendations.
  - **RESPONSE:** The Chair of Faculty Concerns submitted to all committee members an electronic version of the "Independent Auditors' Report on Financial Statements and Schedules For the Year Ended June 30, 2008".
  - Since that time, the administration has also made Winthrop University's 2008-2009 Budget readily available to all Faculty members.
- E. Because Tom Moore (the VPAA) was already in possession of a report regarding the Research Council, Frank Ardaiole (the VPSL) and Chief Zebedis have begun corrections regarding speeding at the lake, and we have all the readily available financial information, the Committee on Faculty Concerns chose not to schedule a face-to-face meeting with President DiGiorgio during Fall semester.

**I. Spring 2009 Meeting w/ President DiGiorgio: April 16, 2:00pm**

- A. Concerns, Recommendations, and Requests for President DiGiorgio
  1. Another furlough next year would be a serious blow to people throughout the Winthrop community, and the continued use of furloughs could ultimately prove to be a serious detriment to the quality of the Winthrop experience for students.
    - **RESPONSE:** Everyone also realizes that furloughs are difficult and make significant impacts on people's lives. Our goal is to enable the future development of the university while managing the demands of the present.
    - President DiGiorgio was adamant that personnel are a top priority, and that non-salary cost savings measures are used before any furlough at all. Furthermore, the Administration remains committed to using furlough before opting for permanent salary-reductions or work-force reductions, both of which will have significant long-term impacts on the University's ability to carry its mission forward.

2. Will the President please indicate how the specific priorities identified in the recent Faculty/Staff survey (commissioned by Faculty Conference) will be utilized in the ongoing decision procedures surrounding budgetary issues?
  - **RESPONSE:** First, a few caveats. There are some questions about the validity of the survey. For example, the survey was not password protected & could be taken more than once; it was a web-survey only distributed via e-mail, which (while assumed for faculty) may not be readily available to all staff members; the study placed an emphasis on how cuts affect individuals, as opposed to how the university as a whole is affected, and the survey had limited (26% overall, 35% faculty 19% staff) response, etc.
  - The survey seemed largely to confirm hypothesized expectations.
  - The administration is grateful for the response-data and, as always, must integrate the data from these stakeholders with concerns of all stakeholder groups in order to plot a rational course in this emotional time, by assessing the impacts on the overall University community as a whole.
3. The Committee on Faculty Concerns recommends the President relax or rescind all restrictions limiting Faculty in seeking outside employment, provided such employment does not directly interfere with the faculty member's ability to fulfill Winthrop roles and responsibilities.
  - **RESPONSE:** The restrictions in question are statutorily mandated by our Government.
  - The process exists to prevent abuses of dual-employment or outside employment, which Winthrop has had in the past. All requests where the faculty-member's outside employment is deemed to not conflict with Winthrop roles and responsibilities are approved.
  - One change recently made is that Dean's now can approve consulting requests. Even with dual or outside employment, the approval process can be swift. This year there have been 12 requests for outside consulting, and two for outside employment.
4. Will Winthrop's administrators provide the Faculty with hypothetical 'worst-case' scenarios (and the details of the thinking that went into them) before summer break?
  - **RESPONSE:** President DiGiorgio reiterated his worry that we do ourselves and our students little good by speculating about "what if..." scenarios. We must caution ourselves, our colleagues, and our students not to act as if possible worst-case scenarios are already upon us.
  - Winthrop's expected financial situation for 2009-2010 is in flux, and all plans are contingencies at best. The goal is to communicate priorities used by the administration when making these difficult financial decisions.
  - The Administration's emphasis, first and foremost, is on finding as many ways as possible to conserve money without directly impacting personnel. Every rescission by the State is initially met with a round of facilities and program savings. At present, the Administration expects to be able to cover approximately \$3 million in expected revenue losses for next year through non-salary measures.
  - Additionally, President DiGiorgio remains hopeful that the SC State Government will obtain and make use of the Federal Government's stimulus money. At present, the SC State Budget for 2009-2010 comes in two versions: one with stimulus dollars, and one without.

- For now, if SC uses Federal stimulus money in a timely fashion, the President is hopeful that we could cover the remaining (almost \$4 million) shortfalls without impacting salaries the use of furloughs.
  - However, if absolutely no Federal stimulus dollars are available to the university, and the ‘worst case’ represented in current possible SC State Budget variations comes to pass, the University may be forced to make use of furloughs. The law for 2009-10 is the same, and permits for a maximum 20 furlough days for higher education employees.
  - Again, President DiGiorgio reiterated that non-salary cost savings measures will be used before any furlough at all. Furthermore, the Administration remains committed to using furlough before opting for permanent salary-reductions or work-force reductions.
5. **Recommendation & Request:** The Committee on Faculty Concerns recommends that the Administration share information comparable to that found in a **current balance sheet**, a **current income statement**, a **current statement of retained earnings** and a **current statement of cash flow**. Will Winthrop’s administrators provide the Committee on Faculty Concerns with this necessary, up-to-date information?
- **RESPONSE:** As a State University, we do not have or use these exact statements, which find their home in private businesses. Each quarter, the Administration provides the Board of Trustees with an “Allocation Status Report” that reflects our current expectations for known and readily predictable income and ‘commitments’. Together, this information regularly captures and routinely reports the basic financial status of the University for oversight, questions, and comments from the Board of Trustees.
  - President DiGiorgio shared our University’s current “Allocation Status Report” and I attach a copy to this report. In brief, it shows that we currently expect fiscal year 2009-2010 to be marked by a deficit of over \$7 million as compared with our starting budget for 2008-2009. This represents a continuation of current cuts close to \$5.9 million and anticipated new cuts approximating \$1.3 million.
    - The expected \$1.3 million cut is prompted by a requirement on the Federal stimulus money. In order to qualify for any Federal stimulus dollars, states must demonstrate “maintenance of effort” in education, which is defined by the State’s 2006-2007 budget. The State Government is trying to carefully hit this mark.
  - At this time, President DiGiorgio and the other Executive Officers plan to meet approximately \$3 million of this shortfall without impacting salaries.
    - Some funds would come from current savings realized when addressing the budget cuts from earlier this year. However, not all of those savings can be carried forward.
    - Also, in June the Administration will likely ask the Board of Trustees to approve an increase in tuition for 2009-2010. While the figures have not been finalized, and are based on the current tentative budget scenarios in Columbia, the anticipated request is for an increase (consistent with the HEPI) of 3.6%.
  - The question is: Where will the remaining money come from? If SC State Government makes use of Federal stimulus money, the hope is to cover the remaining shortfalls without impacting salaries. However, if absolutely no Federal stimulus dollars are available to the university, the University may have no realistic alternative but to make

use of the full 20-day furlough. President DiGiorgio took pains to stress that this possible alternative is tentative, at best.

- One possibility in the absence of Federal stimulus money is to raise tuition beyond the Higher Education Price Index. While this presents its own concerns, President DiGiorgio suggests market conditions indicate that tuition raises much beyond 5% (with 6% as a ceiling) would likely be untenable.
  - Again, President DiGiorgio stressed that non-salary cost savings measures will be used before any furlough at all. Furthermore, the Administration remains committed to using furlough before opting for permanent salary-reductions or work-force reductions.
6. Question raised too late for the agenda: Please consider raising the suggestion/desire for Winthrop housing an emergency fund for staff and faculty who are put in dire straits by this situation. This morning I spoke to a Winthrop employee who has been going to Pilgrim's Inn and the Salvation Army for food and other needs.
- **RESPONSE:** The University has looked into this possibility. Indeed, Clemson has tried this approach. Unfortunately, there are a host of logistical and legal difficulties associated with this strategy, as Clemson is now discovering. While it does not appear feasible based on current information, the Administration will continue to monitor similar programs in case the response become feasible in the future.

B. Reporting to President DiGiorgio regarding Concerns, Recommendations, and Requests addressed to other Executive Officers

1. Concern reported to Vice-President for Academic Affairs: Summer Sessions Administrative Manual intentionally includes a false and misleading policy stating that "Approximately a week prior to each session's (A, B, C, D) opening day, the Graduate Dean meets with the College Deans to review a list of low enrolled courses. Low-enrolled courses are cancelled at that time to allow students who have enrolled time to be notified and to change their schedules." Dean Murnane had indicated that the policy would not actually be used although the Manual would continue to claim as much.
  - **RESPONSE:** At the April 14 Summer Sessions Advisory Council meeting, Dean Murnane said this policy will be deleted from the Summer Sessions Manual. In order to facilitate discussion on the policy and its likely impact, Dean Murnane will e-mail all Faculty members indicating where the policy can be reviewed and discussed online; also, Summer Sessions 2009 will be studied extensively for enrollment trends, dates, etc. **As of today (April 21), the policy is still included in the online manual.**
2. Recommendation submitted to Vice-President for Academic Affairs: The Committee on Faculty Concerns unanimously concurs with the draft document prepared by the College of Arts & Sciences reporting "Issues Regarding the Research Council". Furthermore, the Committee on Faculty Concerns recommends that the Vice-President for Academic Affairs take prompt action to implement the suggestions in the College of Arts & Sciences document. (A copy of the document is included below.)
  - **RESPONSE:** Vice-President Moore plans for a University group comprised of personnel from Roles and Rewards, Faculty Governance Review Committee, and the Research Council itself to embark on the recommended task to "re-think the role of the Research Council in the context of the university's mission and to make recommendations regarding changes" beginning in the 2009-2010 academic year.

3. Concern & Request submitted to Associate Vice-President for Facilities Management: Lawn care frequently disrupts classes, is there no way to coordinate the workers efforts so as to work in other areas (near dorms?) during busy times for classroom buildings?
  - **RESPONSE:** As of today (April 21) we have no word on the progress of this issue. Our meeting with President ran over 1½ hours (and I had to go teach) and we simply did not get to discussion of this concern. As chair of the Committee on Faculty Concerns, the fault is entirely mine.
4. Concern reported to Vice-President for Academic Affairs and Vice-President for Student Life: Frequently, and across colleges, students think that an advising appointment is a legitimate excuse for missing a class.
  - **RESPONSE:** Vice-President Ardaiole will add the specific issue to training for campus Resident Assistants and Student Mentors, which represent 120 key student leaders across campus. This will aid transmission into the University culture of the value and expectation that this type of excuse is generally not suitable for an excused absence.

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ATTACHMENT 1 to accompany agenda materials for the Committee on Faculty Concerns.

**COPY of A&S ad hoc Committee on Research Council, forwarded to the VPAA**

**Issues Regarding the Research Council**

- What are the goals for /values of the program?
- What should be the standards for evaluation?
- Process for evaluation should include feedback to faculty.
- What are the reporting mechanisms, both from the RC and from faculty who received grants? How public is the information?
- Composition of committee (membership, length of service, voting/non-voting): tenured, senior faculty with research experience; rotation of deans; SPAR director? Should we have review teams and they make recommendations to a review board? Teams could be formed once the proposals have been submitted and based on the expertise required to review the proposals. "Experts" in the field judge (at least initially) the merits of the proposals, ranking them according to an established scale. Then an interdisciplinary team makes the final decisions.
- Department chairs need to have a bigger role. Should chairs review the proposals and make decisions to send forward or not? Deans would get a list of all proposals submitted?
- Knowledge of other sources of funding or support already made available (course release, other internal or external funds)?
- Well-developed budgets required?
- Financial cap over a certain period of time (rather than a two-out-of-three years limitation)?
- Projects must in some way be tied to mission and goals of programs, institution.
- Student researchers: separate pool of money? How should we consider those students who are required to do research and those who opt to do research?
- Establishing priorities for funding: if equal in quality, proposals from first-timers should be given priority over those who have received funding before.
- Establishing funding cycles; are the time limitations appropriate? Should we keep the categories separate and distinct? Should we limit categories more stringently?
- Do not limit faculty stipend to on category. (This issue is a particular problem for young faculty who often need to teach summer school [more than one class in many cases] in order to pay off graduate school loans. Their research is often hampered because of this need to teach a great deal in the summer.)

We need a university group to re-think the role of the Research Council in the context of the university's mission and to make recommendations regarding changes.

ATTACHMENT 2 to accompany agenda materials for the Committee on Faculty Concerns.  
**COPY of 2009-2010 Allocation Status Report – July 2009 (Preliminary)**

<b>2009-10 Allocation Status Report PRELIMINARY</b>				
	Total	Education & General	Auxiliary Operations	Activity Fees
<b>FY 2009-10 Projected Institutional Balance - July 1, 2009</b>				
Revenue	\$ 91,222,500	\$ 73,572,124	\$ 11,986,062	\$ 5,664,314
Commitments	90,634,526	\$ 73,461,099	\$ 11,540,668	\$ 5,632,759
Balance	\$ 587,974	\$ 111,025	\$ 445,394	\$ 31,555
<b>Revenue: FY 2010 Adjustments</b>				
State Appropriation Reduction (initial '09 cut)	(3,400,021)	(3,400,021)		
State Appropriation Reduction (additional '09-7%)	(1,370,117)	(1,370,117)		
State Appropriation Reduction (additional '09-2%)	(364,060)	(364,060)		
State Appropriation Reduction (projected senate reduction '10)	(1,316,215)	(1,316,215)		
Fee increase	\$ -	\$ -		
Total Increase in Revenues	\$ (6,450,413)	\$ (6,450,413)	\$ -	\$ -
<b>Commitments: FY 2010 Adjustments</b>				
<b>SALARY / BENEFIT IMPROVEMENATS</b>	<b>95,000</b>			
Health Care Benefit Increase		95,000		
<b>ACADEMIC PROGRAM COMMITMENTS</b>	<b>159,000</b>			
Faculty Promotions		159,000		
<b>OTHER SUPPORT COMMITMENTS</b>	<b>1,245,000</b>			
Mission Critical Systems Master Lease Payment		895,000		
Recurring Support for Mission Critical System		350,000		
<b>ANNUALIZATIONS</b>	<b>350,000</b>			
Scholarship Fee Waivers		350,000		
<b>ADJUSTMENTS FOR INFLATION</b>	<b>230,000</b>			
Minimum Wage Increase		70,000	30,000	
Utilities Cost Increase		100,000	30,000	
<b>VACANCY SAVINGS</b>	<b>\$ -</b>			
<b>Total Increase in Commitments</b>	<b>\$ 2,079,000</b>	<b>\$ 2,019,000</b>	<b>\$ 60,000</b>	
<b>FY 2009-10 Projected Institutional Balance - June 30, 2010</b>				
Revenue	\$ 84,772,087	\$ 67,121,711	\$ 11,986,062	\$ 5,664,314
Commitments	92,713,526	75,480,099	11,600,668	5,632,759
Balance	\$ (7,941,439)	\$ (8,358,388)	\$ 385,394	\$ 31,555