Running Minutes from Retrenchment Committee Meeting

December 21, 2020
9:00 am - Web-X

Committee Members Present: Gretchen McNamara, Barry Milligan, Scott Williams, Eric Bennett, Marlena Akhbari, Noeleen McIlvenna.

1. Motion and second to approve both sets of minutes from Dec 7 and Dec 15, 2020; Unanimous approval.

2. Discuss questions re: enrollment projections.
   a. Motion and second to approve questions drafted by Scott Williams and edited by the committee. Unanimous approval.
   b. Barry Milligan will forward the questions to Doug Leaman, who will put the questions to the right people.

3. Discussion regarding the role of the Comm R to fulfill 17.4.2
   a. Using estimates of student: faculty ratios by comparing percent declines in faculty, student headcount, and student credit hours delivered, to identify Colleges, Departments, Programs for reduction and then measure those against 17.4.2.
   b. Consider developing a set of principles that considers
      i. Enrollment numbers
      ii. Faculty attrition
      iii. Criteria for retrenchment applied consistently

4. Consider a recommendation for retirement-eligible faculty to increase attrition rates
   a. Voluntary Retrenchment. Written notice for retirement up to 18 months.
   b. Refine Appendix J
      i. Ideas for Cafeteria Plan for Retirement incentive.
         1. Office space
         2. Healthcare
         3. Tuition benefit
         4. Adjunct pay
         5. Lab Space
         6. Library Use
         7. Email use

5. Continued discussion around unemployment and its effect on enrollment
   a. Scott has excluded 2020 employment data due to the anomaly of Covid-19.

6. If, then ideas:
    a. If enrollment stays where it is.

7. What does this committee consider to be the best way to calculate student: faculty ratio?
    a. Consider ratios from when enrollment and faculty numbers were stable; 2014-2016
    b. What is optimal student: faculty ratio (or estimate, as described in 3.a. above)?

8. Eric showed graph reflecting declines in BUFMs, Student headcount, Student credit hours. Discussion ensued. Do we need the adjunct numbers to evaluate numbers of teachers in the classroom? If faculty attrition is one year behind student numbers, would attrition quietly meet the ratio? Can we expect a levelling out of enrollment?

9. Cyclical expectations of enrollment
    a. Who has the burden of proof/responsibility regarding what to expect in the future?
    b. Do projections really matter if this committee's recommendations are keyed to different scenarios and timing? Those scenarios and timings will be realized or not, regardless of what was projected beforehand.

10. Build Recommendation Retrenchment Document
    a. Mitigating Ideas
    b. If, then arguments
    c. Principles
    d. Duplication of course content. For example: 5-6 Stats offerings across campus.

Next Meeting penciled in for Tuesday December 29, pending data

Adjourned 12:20 pm