**AAC Meeting**

**12 Oct 2018**

**HMSU 316**

**Present:** Jon Bakos, Brian Kilp, Ahmed Mohamed, Lisa Phillips, Doug Urban, Matt Cohen (Faculty Senate Liaison), Lisa Spence (Administrative Liaison)

**Absent**: SAMy Anderson, Myung-Ah Lee

**Agenda**

1. Minutes were approves
2. Introductions were made of  Doug Urban and Lisa Spence (SAMy wasn’t able to be here, she is at a conference); Michael Hayden and Marsha Miller have resigned b/c of scheduling conflicts.
3. Ahmed and Lisa P:  Review and discussion of documents sent last, Lisa P:  Status re:  most recent data from Institutional Research
	1. We are supposed to collect (from last year’s AAC’s recommendations):
		1. Summary of faculty employment, both by headcount and FTE, sorted by faculty status (TT; non-TT; instructor/senior instructor; temporary)
		2. Summary of non-faculty employment, sorted by type (staff, administrative, executive, etc).
		3. Summary of *all* Student Credit Hour production, broken down by faculty type, and to include non-faculty SCH production (graduate assistants, staff members, coaches, etc.)
		4. Salary data, categorized by faculty categories and into staff, administrative, executive, and other types.
	2. Patty McClintock emailed to say the most recent numbers are not yet available

Discussion:

Discussed last full staffing report 4/18/17 was based on the 70-15-15 division, we did not meet those proportions. Need to know if that proportion is still a valid target.

Ahmed pointed out the past reports and dates. We do not yet have the 10/1/18 staffing report.

We need to know what ratio is actually a target. Last years’ report had very little data. To create a new report we need to know recent data and targets.

Lisa Spence offered some history: Stated that she was on the AAC for seven years, and worked with Rick Lotspeich. She worked with the spreadsheets. Discussed “environment” on campus that impacted the data (retirements, etc.), and trying to follow the money at the time was challenging. One year the AAC Committee had few experienced members, didn’t receive the needed data, and didn’t include it in the report. This caused a loss of momentum in the AAC.

Lotspeich included year-to-year comparisons, and change of a longer time period. Ahmed pointed out we have about 10 years of data to look back on. Talked about the 70-15-15 ratio and whether it was in the University Handbook. 70-15-15 Bradley’s goal, and not actually in the Handbook. 305.11.1

Lisa P requested that Matt bring this up at Ex to see what the actual goals and targets now are.

Lisa S commented in her view of some of the past staffing report data .A particular concern is Staff teaching courses, how they are accounted for, and they are assessed. Another question: what degrees do the Staff who are teaching have? How is teaching accounted for when staff teach? How much can they teach and are they limited or not?

Board of Trustees meeting today and a report has been generated that we might want to see. The report to them shows the Admin money is up, teaching salaries are down.

Lisa P asked Lisa S to stalk to the Provost about obtaining data about how many Staff are teaching courses. We discussed the predicament of not having the data we need.

Doug: From the last report, the 46.9% which is under 50% and no one should think that is appropriate or acceptable. Ahmed commented that from longer range data, those numbers and the number of Instructors have been pretty consistent for the past 10 years. He talked about their teaching load and then we all discussed the inconsistently of load across campus.

Lisa S.: mentioned the course the new President is taking and now may be a good time to bring up these issues.

1. Lisa P:  Suggestions sent from Tim Hawkins (Chair of Faculty Senate)

We may dicuss diversity issues as well regarding faculty/staff ratios and hiring. Jon B discussed the diversity report that he sent to us this morning and pointed out important facts relative to ISU from it.

Another topic is the Provost’s Review, which we will be involved in. Run by Butwin’s office.