**AAC Meeting**

**9 November 2018**

**HMSU 316**

**Present:** Samy Anderson, Jon Bakos, Brian Kilp, Lisa Phillips, Doug Urban, Lisa Spence (Administrative Liaison)

**Absent**: Ahmed Mohamed, Matt Cohen

**Agenda**

1. Approval of Minutes (Oct 12. 2018)

 Corrections: Spelling, John B to Jon B

 Minutes passed 4-0-1 as corrected

Announcements: The Provost will attend the December meeting Myung-Ah Lee resigned effective 11/8/2018

1. Review and discussion of documents sent since last meeting:
	1. Data provided from Institutional Research (what we are supposed to collect based upon AAC’s recommendations from last year):
		1. Summary of faculty employment, both by headcount and FTE, sorted by faculty status (TT; non-TT; instructor/senior instructor; temporary)

The committee reviewed the materials presented by the university since the last meeting.

Discussion followed regarding administration faculty budget proportions, concerns were raised over service skilled craft decreases, clarifications of the differences between skilled crafts and service labor designations, that from 2008 to 2018 P&T full time faculty numbers decreased, did student enrollment changes influence faculty FTEs?

Much discussion ensued regarding the amount of credit hours taught by staff. Topics included:

FTEs taught by staff were 8 FTE Fall 18 to 3 FTE in Sp 18, credit hours varied from 50 to 75 hours/semester, concerns over no search done when a staff member teaches a course, can the staff member also do their staff duties effectively, staff qualifications?

Questions for the Provost next meeting.

 Service staff numbers real changes or shift of budget items.

 Which numbers are in force the 70/15/15 rule or the handbook numbers?

 Staff teaching courses policy.

Questions for FAC.

 Are the full time faculty load numbers a priority for FAC this year?

Move to adjourn passed 4-0-0