

JOINT RETRENCHMENT COMMITTEE

Minutes

Monday, July 7, 2003

McKee 127 3:00 p.m.

Members present: Clough, Gregg, Gustafson, Huang, Jenkins, McConnellogue, Reed, Schoneck, and Temkin
Members present by proxy: Lennon (Huang)
Special assistance: Dinges, Garcia, and Gavin
Guests: Dick Dietz, Sandra Flake, Kathleen Rountree, and Vinnie Scalia

The June 24 minutes were approved without objection. The July 2 minutes were unanimously approved as amended by rewording the last two bullets in the Introduction (Clough), the third bullet in Section I (Gregg), the last sentence in the third paragraph in Section II (Jenkins), and the fifth bullet in Section IV (McConnellogue).

The Committee discussed each section draft. Temkin noted that even though the Committee agreed on basic points, any substantive disagreement with the contents of a draft would be discussed. The Committee would also work on wording and would look at the larger view to make sure each section contained what it should.

Introduction: Marshall Clough, writer

Clough emphasized that the Committee was working with drafts and that they were not to be circulated beyond the Committee until they were adopted. Each section of the introduction was explained followed by discussion.

-- Some word smithing was done.

-- It was thought that the bulleted alternatives contained too much detail and should be summarized into a sentence in list form with a reference to another section where the detail would be more relevant. After considerable discussion it was agreed to make the final determination after all the drafts were reviewed.

MOTION: Jenkins moved to put aside the list of alternatives to a RIF at this point and consider the last three paragraphs.

The motion passed without objection.

-- It was noted for clarity that, in the third to the last paragraph, in 1982 the State legislature mandated a reduction in FTE due to a decline in enrollment.

-- By consensus it was agreed that a reference to an article by the American Association of University Professors should be inserted in the second to the last paragraph.

Section I: Ellen Gregg, writer

(Description of the nature and degree of the financial crisis faced by the University, which gives rise to a claim of financial exigency.)

After going over Gregg's section, some rewording was done.

Section II: Jinny Jenkins, writer

(A list of alternate measures already taken and those which could be taken to avoid resorting to a reduction in force, including dollars and FTE positions saved by normal attrition, and an identification and review of all vacant positions.)

Discussion followed an explanation of the draft.

-- Some changes were made in wording.

-- The first paragraph will be rewritten to say that the measures taken seem to have addressed the issues at this time. However, those measures need to be looked at long-term to see the impact.

-- References to the voucher system will be deleted as the system won't be coming back. Something could be added regarding the impact of the Tabor, Gallagher, and K-12 amendments.

- As some aspects of University operations were configured differently than they are now, getting data ten years back will not help in some cases. Going back 4 to 6 years would be sufficient to get an historical perspective for some cases. It was agreed that how far to go back is a decision to be made on a case by case basis.
- The addendum items will be transferred to section III. Less detail will be used. The fee item will be reworded, the dorm phones will not be included as they are paid by the students, and the Copy Center recommendation is being phased in. Schoneck will consult with Huang regarding this item.

Section III: Allen Huang, writer

(A statement of the reasons those measures and normal attrition are not adequate to alleviate the financial crisis.)

In addition to some rewording, the following items were agreed upon.

- A statement will be added that the cost saving strategies and revenue enhancement strategies are not all inclusive. The hiring freeze will be listed under cost saving strategies.
- Ideas for this section should be forwarded to Huang.
- It would be appropriate to contact other institutions for ideas.
- Clough's alternatives and Jenkins' addendum will be moved to this section.
- A statement will be added to the sixth paragraph of the introduction stating that some alternatives to a reduction in force are listed in section IV.

Section IV: Ken McConnellogue, writer

(A statement of the reasons the financial crisis is of sufficient severity to justify the belief that a reduction in force may be required.)

- A statement will be added to this section stating that the Committee's report completes the first phase. The second phase will be to respond to the President's charge.
- It was noted that capitalization needs to be consistent throughout the document.

Revised drafts are to be sent to Dinges who will forward them to Committee members and put them all together in report form for the next meeting.

The next meeting will be Monday, July 14 in McKee 127 at 3:00 p.m.

The meeting adjourned at 4:50 p.m.

Jack Temkin
Chair

Vicki Garcia
Recording Secretary