**Minutes for December 3, 2008 Budgetary Affairs Meeting**

Attendees: Morran, Smith, Rogan, Kastberg, Stites

**Revisit Adjunct Pay** – Delayed until December meeting.

 **Review CRC Position Request –** The committee recommended that the CRC be allowed to continue to hire in an hourly position for the same number of hours as the employee has worked in the past.

**Review UCASE Position Request** – The committee tabled this until a quorum vote could be taken.

**Discuss the Suggestion that Conference Requests flow through Budgetary Affairs or a Special travel Committee –** Pat Rogan is to review the conference /travel policy for all. Signe is to share the form she developed for PA staff to request conference support.

**Review IUB concerns with established guidelines for syllabi** – Signe is to let everyone know where each statement in the guidelines for the syllabi comes from. This information is to be included as part of the guidelines sent out to faculty.

**Make final recommendation regarding the support plan for Student Services –** The committee did not recommend the approval of an additional position in student services. Pat Rogan will notify Claudette Lands.

**Revisit adjunct pay from the September meeting** – The group would like to work toward equity for all. They recommended a maximum time for IUB Doc Students to continue to be paid the higher rate. Pat Stites is to estimate the cost of increasing the rates to $1,900 for a masters and $2,200 for a doctorate.

**Discuss hiring AI to teach foundations** – The committee recommended hiring an adjunct to teach the foundations classes.