**Administrative Affairs and Budget Committee Meeting Minutes**

**Wednesday, March 3, 2021**

**6:00 P.M.**

***Meeting held on Zoom due to the Governor’s order regarding meetings during the pandemic.***

***Call to Order at 6:02***

Present: Deb Garrahy, Hannah Hogue, Vishal Midha, Julie Murphy, David Marx, Kee-Yoon Nahm, Patrick Walsh, Sandy Cavi

Absent: Djimon Lewis

***Discussion:***

 The committee approved the meeting minutes for the February 3rd AABC meeting. Senator Garrahy made the motion, seconded by Senator Midha. The motion passed unanimously. The committee then approved the meeting minutes for the February 17th meeting. Senator Murphy made the motion, seconded by Senator Midha. The motion passed unanimously.

 The committee then discussed Senator Horst’s recommendation that the “NTT AIF” annual review be added to the committee charter. However, Senator Marx has learned that this idea has been scrapped. Instead, money for NTT instructors has been transferred permanently to the relevant units’ budgets. Unused money will return to the central AIF. Senator Midha asked a question about departments requesting money for NTT hires, which Senator Marx addressed.

 Senator Marx shared data about the ratio of TT to NTT instructors, and noted both fluctuations and the trend of the ratio falling under 70% since 2012. The committee discussed the implications of this data, as well as the responsibility of the University administration and various academic units. Senator Marx also shared data about student enrollment and tenure-track faculty for context.

 Senator Marx also shared data about the remaining amount of money that the AIF must pay out for sick leave and vacation pay for employees who were hired before 1998. This is data that the committee had been trying to obtain for many years.

 After reviewing this information, Senator Marx asked the committee about what to include in the AABC’s AIF report to the Senate. Senator Nahm suggested mentioning the issue of the TT to NTT ratio falling under 70%. Senator Murphy suggested adding the newly acquired data about payouts coming from the AIF. Senator Marx suggested mentioning the rising costs of instructional capacity.

 Finally, Senator Marx updated the committee on the current number of faculty/staff and student responses on the Presidential Survey.

***Adjourned at 6:51***