**Administrative Affairs and Budget Committee**

**Minutes Meeting No. 8**

**Wednesday, February 7, 2024**

**6:00 P.M.**

**Founder’s Suite, Bone Student Center**

**Call to Order 6:01 pm**

**Roll Call**:

Blanco Lobo: Present

Hartman: Present

Hopper: Present

Lummis: Present

Mainieri (Chair): Present

Meyers-Hoops: Present

Schoth (Secretary): Present

Tasdan: Absent

Torry: Present

*Cavi (VP for Planning and Finance designee):* Present

**Public Comment: None**

**Order of Business:**

1. Update on 3.2.13 Administrator Selection and Search Policies

* Committee is awaiting comment from Interim President Tarhule

1. Issues Pending Item #14: Policy 3.2.16 Academic Dean Responsibilities, Appointment, Compensation, Terms, and Evaluations

* Committee discussed Policy 3.2.16 and reviewed suggestions from Provost Office in response to request from 2022-2023 AABC. Main items reviewed were:
  + Section I. Responsibilities, Roles, and Authority #4. From the language, “Managers of College resources, space, and facilities” to say “Managers of College resources” pg. 1
  + The suggested wording “this would ordinarily be submitted to the provost in the second year of their appointment” in section I. Responsibilities, Roles and Authority. Pg.1
  + The suggested wording “assigning and assessing the distribution and utilization of the College’s facilities and space” in Section I pg.2
  + Bullet stating “managing and evaluating non-faculty College staff members” before the bullet point stating “evaluating college evaluating administrators and staff in consultation with college faculty and staff. Pg. 2
  + Removal of reference to a policy and procedure manual for removing college deans as such a manual does not exist – Chairperson Mainieri to contact HR for appropriate reference.
* Motion to Accept changes, pending the addition of proper HR language: Torry
* Seconded: Blanco-Lobo
* Approved unanimously.
* Motion to Adjourn: Lummis
* Seconded: Torry
* Approved unanimously.

**Adjourn: 6:36**