***Minutes***

***Administrative Affairs & Budget Committee***

***February 17, 2016***

***6:00 p.m.***

***Founders’ Suite, Bone Student Center***

Members Attending: Mark Hoelscher (Chair), Alan Avitia, John Bantham, Megan Bockrath, Ashley Holmes, Billy Lim, and Sherry Sanden

Members Absent: Greg Alt, Alita Kendrick

**The meeting was called to order at 6:00 pm**

**The minutes from the 02/03/16 meeting were approved with one minor correction.**

**Update on Presidential Commentary**

* A test survey will be sent to committee members later this week
* Committee members should respond to Mark Hoelscher as to whether or not they received the survey and could open it
* Actual survey is scheduled to be sent out on 02/22/16

**Update on policies assigned to the AABC for review**

* 7.8.1 Operating Budget—returned to Executive Board for reassignment, Executive Board concerns with the policy will be forwarded to Greg Alt
* 3.2.2 Search Committees—checked with the Executive Board as to why this is up for review (last reviewed 01/2015), Executive Board not sure that this policy was actually reviewed, therefore, AABC will put it in there review queue

**Review of Dean and Chair Evaluation Instruments**

* Continued discussion of tasks involved in our review of these instruments
* Thomas Crumpler, Professor, School of Teaching and Learning and chair of College of Education’s College Council will be invited to AABC’s next meeting to discuss the College of Education’s Dean and Chair Evaluation Instruments

**The meeting was adjourned at 6:50 pm**

Respectfully submitted,

John H. Bantham, AABC Secretary