Present:  John Evans, Gerald Chaudron, Sylverna Ford, Shelia Gaines, Jill Green, Shanika Jones, Steve Knowlton, Elizabeth McDonald, Anna Neal, Bess Robinson, Perveen Rustomfram, Archie Shelton, Lee Slack.

Absent:  Chris Ratliff, James Singleton.

1. Update from Deans’ Retreat,  S. Ford
   Dean Ford attended the 2016 Deans’ Retreat on March 25. The following was discussed:

   a. Funding Formula Changes

       The Tennessee Higher Education Commission (THEC) revisits the funding formula for institutions of higher education every five years. The newly revised funding formula should produce better outcomes for the University of Memphis. Changes to the funding formula include:

       • The weights for factors in the formula are shifting so that some items including the 6 year graduation weight will count more. The University is discussing what can be done to improve our 6 year graduation rate to take advantage of the heavier weighting in this area.
       • Students with 12 credit hours who transfer from the University of Memphis to another institution are no longer counted against us under the new formula.
       • In the past the key points in the academic schedule were 24, 48 and 72 hours. Now they are 30, 60 and 90 hours. This is an effort to get students to register for 15 hours per semester or 30 credits each year so that they can realistically graduate in four years.

       A handout describing this funding formula is attached to the minutes.

   b. SRI Model Changes

       We are delaying the full implementation of the SRI budgeting model until fy18. This will allow more time to revise the model. Tuition distribution is a topic of discussion. With the current model, there is not much incentive for departments to recruit students into a major before they are juniors. In the current model the instructing department gets the bulk of the tuition. Departments with freshmen that have declared majors do not receive tuition since freshmen and sophomores take most of their classes outside of their major department.
c. Faculty Salary Lapse Proposal
One of the new things coming out of our move to the SRI budgeting model is the possibility that faculty salary lapse will come back to the departments. The handout shows salary lapse as calculated on the 2015 fiscal year and the amount each college would get to keep. In the past, this money went back to Academic Affairs. The handout illustrating possible distribution of the Faculty Salary Lapse is attached to the minutes.

d. IDCR Distribution
Indirect Cost Recovery is the indirect costs the university receives on funded research. This will be discussed at upcoming meetings. Hopefully, the library will be included in this distribution.

2. Performance Reviews - Faculty, Staff, Students, Volunteers, S. Ford
Everyone should get performance reviews completed and submitted. Forms are available on the libraries web site for Student Workers, Graduate Assistants and Volunteers.

3. Procedure Updates for Departments, S. Ford
Departments should be updating and documenting procedures. These should be completed by the end of April. This is especially important in light of the many new people that will be coming in over the next year or two.

4. ASERL Data-Unofficial, S. Ford
ASERL Data for 2015 was distributed to the council. The data show where we are in comparison to other member libraries. The new spending threshold based on this data will be approximately $10,350,000 for 2016. Our expenditures are well below the new threshold. The figure on the spread sheet includes our expenditures and those of the Law Library. The handout is attached to the minutes.

5. Budget Preparations for FY2017
We are starting to prepare for FY2017. Let Dean Ford know if there are specific budget issues relevant to your department. We will also use this information as we begin to prepare for our budget presentation in the fall.
6. Additional Agenda Items

Searches, S. Ford
Search committees are doing telephone interviews with the exception of the User Interfaces Librarian. We are re-advertising the User Interfaces Librarian position.

7. Announcements

Jill Green
Personnel Development Day is May 12. The focus of the day will be “Safety”.

Bess Robinson
A lot of us will be going to the TLA conference next week.

Gail Barton
- Thank you to everyone for the kind words about the display downstairs for Women’s History Month. The art department is making a cage for the sculpture and it will be a part of the Art Department’s display for the rest of the semester. The closing ceremony for Women’s History Month is April 1, 1 pm, in the UC.

- We are partnering with ASERL in a pilot program using Occam’s Reader. This is a program for sharing eBooks.

Meeting Adjourned: 9:27 am

Minutes Finalized: April 5, 2016
## FY15 Faculty Salary Lapse with Credit Applied

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Area/Science</th>
<th>FGSE</th>
<th>CFA</th>
<th>Education</th>
<th>Health Studies</th>
<th>Engineering</th>
<th>CSD</th>
<th>Law</th>
<th>Nursing</th>
<th>SPH</th>
<th>KWS</th>
<th>Univ Coll</th>
<th>Academic Units</th>
<th>Total</th>
<th>Faculty Lapse</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>1,975,965</td>
<td>908,717</td>
<td>424,032</td>
<td>819,683</td>
<td>131,760</td>
<td>230,130</td>
<td>12,548</td>
<td>36,652</td>
<td>66,316</td>
<td>244,711</td>
<td>112,665</td>
<td>54,341</td>
<td>4,973,500</td>
<td>222,847</td>
<td>23,523</td>
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<tr>
<td>Faculty Lapse Credit</td>
<td>(838,707)</td>
<td>(234,184)</td>
<td>(202,658)</td>
<td>(182,226)</td>
<td>(61,937)</td>
<td>(116,531)</td>
<td>(36,460)</td>
<td>(87,284)</td>
<td>(91,326)</td>
<td>(40,779)</td>
<td>(12,089)</td>
<td>(13,904)</td>
<td>(1,700,666)</td>
<td>(31,110)</td>
<td>(1,731,806)</td>
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<tr>
<td>NetLapse Available</td>
<td>1,233,258</td>
<td>674,533</td>
<td>222,274</td>
<td>637,425</td>
<td>69,563</td>
<td>121,299</td>
<td>25,942</td>
<td>(37,322)</td>
<td>(24,616)</td>
<td>253,932</td>
<td>120,567</td>
<td>40,437</td>
<td>3,272,604</td>
<td>191,837</td>
<td>23,523</td>
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</table>

### Components of Faculty Lapse

- **Limited Faculty Positions**: 356,179, 172,525
- **Limited Staff Positions**: 3,400, 120,000
- **Part-Time Instruction**: 50,000
- **Legislative Items**: 82,000
- **Interim Staff Pay**: -
- **CRISL**: 50,000
- **Marketing Dollars - Grad School**: -
- **Graduate Assistants**: 90,361
- **EAB**: -
- **Post-Referral**: 294,289
- **Temporaries**: 99,788
- **Diss Enrolment**: -
- **Summer Pay**: -
- **Faculty Buyout**: 59,141, 47,965
- **Misc. Lapse Allocation**: 69,500
- **PDA**: -
- **Provost Fellow**: -
- **Library Adjuncts**: -

**Total**: 220,292, 627,567, 146,941, 445,904, 69,833, 43,246, 25,942, 193,032, 68,110, 179,410, 190,967, 40,437, 1,232,759, 184,782, 1,423,407, 364,134
Model Changes

- Transfers Out outcome has been removed from the University model for 2015-2020
  - THEC identified the Transfers Out outcome did not necessarily represent an accurate measurement of success at universities

- 24/48/72 credit hour progression metrics will change to 30/60/90 credit hour progression metrics.
  - Encourage on-time completion at the university sector,
  - These progression points better represent the number of hours students must earn within an academic year to complete a bachelor's degree in four years

- Degrees per 100 FTE outcome will now only recognize degree-seeking students
  - This is beneficial to UofM as we had a large number of dual enrollment students
<table>
<thead>
<tr>
<th>Outcomes</th>
<th>FY12-FY16 Weights</th>
<th>FY17 Weights</th>
<th>FY17-FY21 New Unified Weights</th>
<th>Scales</th>
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<tbody>
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<td>Students Accumulating 24 hrs</td>
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<td>3.0%</td>
<td>4.5%</td>
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<td>Students Accumulating 48 hrs</td>
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<td>4.5%</td>
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<tr>
<td>Students Accumulating 72 hrs</td>
<td>3.0%</td>
<td>5.0%</td>
<td>7.5%</td>
<td>1.50</td>
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<tr>
<td>Students and Associates</td>
<td>2.0%</td>
<td>5.0%</td>
<td>7.5%</td>
<td>1.00</td>
</tr>
<tr>
<td>Masters/Ed Specialist Degrees</td>
<td>25.0%</td>
<td>22.5%</td>
<td>15.0%</td>
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<tr>
<td>Doctoral / Law Degrees</td>
<td>15.0%</td>
<td>10.0%</td>
<td>15.0%</td>
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<td>Research and Service</td>
<td>12.5%</td>
<td>10.0%</td>
<td>10.0%</td>
<td>0.05</td>
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<tr>
<td>Transfers Out with 12 hrs</td>
<td>5.0%</td>
<td>7.5%</td>
<td>10.0%</td>
<td>0.02</td>
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<tr>
<td>Degrees per 100 FTE</td>
<td>15.0%</td>
<td>17.5%</td>
<td>10.0%</td>
<td>0.04</td>
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<tr>
<td>Six-Year Graduation Rate</td>
<td>100.0%</td>
<td>100.0%</td>
<td>100.0%</td>
<td>0.01</td>
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