Senate Budget Committee Meeting
Annual Report for Academic Year 2010-2011

The following faculty served as members of the Budget Committee and actively participated in meetings and discussions:

Jane Clary - Economics and Finance
Mike Duvall - English
Linda Jones (S) - Physics and Astronomy
Christine Moore – Computer Science
James Newhard (S) - Classics
Matthew Rutter (S) – Biology
Kendra Stewart – Political Science

The Budget Committee met five times during the 2010-2011 academic year – of those five once was jointly with the Senate Academic Planning Committee. In addition, the chair along with other committee members regularly attended the Provost’s Planning and Priorities Committee and the College’s Board of Trustees Finance Committee meetings. The Budget Committee utilized a Wiki to manage and share proposals that were under consideration. The Wiki was maintained by Heather Alexander, Faculty Secretariat with the Faculty Senate. The committee considered 44 proposals this year and allowed faculty from the various departments the opportunity to discuss these proposals when interested. All proposals are listed in the attached minutes from the meetings. In addition, the other major issue the Budget Committee dealt with this year was a recommendation by the committee to the Faculty Senate to amend the bylaws to allow the Budget Committee the opportunity to review and make recommendations concerning the potential budgetary impact of proposals for the termination of programs at the College brought to the Provost. This amendment was passed by the Faculty Senate can be found in the minutes from the September meeting.

This report is respectfully submitted to the Faculty Senate by members of the 2010-2011 Budget Committee.
In attendance:
Committee
Jane Clary - Economics and Finance
Mike Duvall - English
Linda Jones (S) - Physics and Astronomy
James Newhard (S) - Classics
Matthew Rutter (S) – Biology
Kendra Stewart – Political Science
Darryl Phillips – Faculty Senate Chair (ex-officio)
Guests
Bethany Goodier – Communications
Mark Witte – Economics and Finance

I. Kendra gave an overview of the committee responsibilities – provided handout regarding flow & process of curricular changes at the College of Charleston

II. Darryl Phillips discussed the role of the committee in faculty senate and notified the committee of the current process for program termination at the College of Charleston. There is no place in the process for input from faculty, so several faculty senate committees are proposing bylaw revisions to fix this. After discussion, a motion was made and passed unanimously to amend the bylaws in the following way:

a. Add new duty to Article V, Section 2, B.2.b (proposed change is indicated by underlined italics):

b. Duties: To review College policies relating to long-range financial planning, budget preparation and the allocation of funds within budget categories, and to recommend policy changes. To review in particular the projected costs of proposals for new College programs and initiatives, and to inform the Senate, before these proposals are put to a vote, of the Committee’s evaluation of their potential budgetary impact. To review and make recommendations concerning the potential budgetary impact of proposals for the termination of programs brought to the committee by the Provost. To review each annual College budget. The Chair of the Budget Committee or her or his representative shall attend meetings of the Budget Committee of the Board of Trustees.

III. The Provost has invited the chair and one additional member of the Budget Committee to serve on the Priorities and Planning Committee. Jane Clary agreed to
serve in this capacity for the fall 2010 semester. She will not be available for summer 2011.

IV. Kendra provided written instructions on how to access documents on the Wiki. Beginning with the next meeting documents will no longer be emailed but accessed by committee members on the Wiki.

V. The following actions were taken on the October proposals:

a. Economics and Finance
   i. Proposal to Change Degree Requirements for Major (Math 350) – passed unanimously
   ii. Proposal to Change Degree Requirements for Major (Electives) – passed unanimously

b. Arts Management
   i. Proposal to Change Degree Requirements for Major – passed unanimously

c. Communications
   i. Proposal to Change Degree Requirements for Major – passed unanimously
   ii. Proposal to Change Degree Requirements for Minor – passed unanimously

d. Psychology
   i. Proposal for a New Major – passed unanimously

VI. Monday, October 18th was proposed for the next meeting.
I. The following actions were taken on the November proposals:

a. Psychology
   i. Proposal to Change Degree Requirements for Major (Psychology BS) – *passed unanimously*

b. Arts Management
   i. Proposal to Change Degree Requirements for Major (ARTM 350) – *passed unanimously*

c. Philosophy
   i. Proposal to Change Degree Requirements for Major (PHIL 215) – *passed unanimously*

d. Teacher Education
   i. Proposal to Change Degree Requirements for Major (EDMG 415) – *passed unanimously*

e. Health and Human Performance
   i. Proposal for a New Major (Exercise Science) – Drs. Barfield and Flynn provided the rationale behind the proposal - *passed unanimously*

f. Theater
i. Proposal for a New Major (Dance) – Professors McLaine and McNerney provided the rationale behind the proposal – *passed unanimously*

g. Historic Preservation

i. Proposal to Change Degree Requirements for the Major (HPCP 305, 375, 298, 419) – a question arose regarding the staffing for these courses; Kendra contacted Dr. Robert Russell via email and after receiving an answer the committee approved the proposal via email.
Senate Budget Committee Meeting
Agenda
Monday, November 15, 2010
1:30-2:30

In attendance:
Committee
Jane Clary - Economics and Finance
Linda Jones (S) - Physics and Astronomy
Christina Moore – Computer Science
James Newhard (S) - Classics
Matthew Rutter (S) – Biology
Kendra Stewart – Political Science

I. The following actions were taken on the October proposals:
   a. Sociology and Anthropology
      i. Proposal to Change Degree Requirements for Major (SOCY 102, 390) - passed unanimously
      ii. Proposal to Change Degree Requirements for Major (ANTH 494) – passed unanimously
   b. Political Science
      i. Proposal to Change Degree Requirements for Major (POLS 325, 355, 397) – passed unanimously
   c. Math
      i. Proposal for a New Major (BA Degree in Math) – passed unanimously
   d. Public Health
      i. Proposal for a New Major – committee found the proposal to be solid but questioned the appropriateness of the advising load. Drs. Kopfman and Miller were emailed about this issue and after email conversations the committee passed it unanimously.

*After the meeting the committee was asked to consider a proposal by Computer Science to change degree requirements to fit in line with the changes in Sociology (SOCY 102 & 390) – passed unanimously*
Senate Budget Committee Meeting
Minutes
February 2, 2011

In attendance:
Committee
Jane Clary - Economics and Finance
Mike Duvall - English
Christina Moore – Computer Science
Matthew Rutter (S) – Biology
Kendra Stewart – Political Science

I. This month the Budget Committee met jointly with Academic Planning Committee – to discuss the roles of each committee in reviewing proposals and whether or not the committees should merge or meet together in the future. It was decided that for now the committees would remain separate, however future meetings were encouraged. The committee felt this was especially helpful when major proposals were brought to the Senate such as new programs. The committees also discussed the need to revise and improve the curriculum forms.

II. The following actions were taken on the February proposals:

a. Teacher Education
   i. Proposal to Change Degree Requirements for Major - passed unanimously

b. Math
   i. Proposal for a New Major (BA Degree in Math) – passed unanimously

c. Honors College
   i. Proposal to Change Degree Requirements for the Major - passed it unanimously.
Due to the straightforward and low-budgetary impact of the proposals this month, Budget Committee unanimously decided to meet electronically. Chairs for each department with proposals being considered were contacted to confirm the lack of budgetary impact of the proposal. Each chair confirmed that there would be no impact on their department budget based on the changes in the proposal. The committee unanimously passed each of the proposals listed below.

Proposals Considered and *Passed Unanimously*:

**Astronomy, Geology, Physics**

- Change Major - [BA Astronomy](#)
- Change Major - [BA Geology](#)
- Change Major - [BS Geology](#)
- Change Major - [BA Physics](#)
- Change Major - [BS Astrophysics](#)

**Mathematics**

- Change degree requirements - [BS, Applied Mathematics](#)

- Support letter

- Change major - [statistics track](#)

**Computer Science**

- Change Major - [BS Computer Science](#)

**Biology**

- Change Major - [BS Biology](#)
- Change Major - [BA Biology](#)
Change Major - **BS Marine Biology**

Change Major - **BS Concentration in Molecular Biology**

Change Major - **BS Teaching Option (Biology Teacher Ed Program)**

support letter

French

Change Major - **French (add prereqs)**

Change Major - **French (add sentence to description)**

change listing overview

English

List of changes (in highlights)

Proposal to change degree requirements for major: *(correct wording in catalog)*

Change degree reqs for major (add new courses):

Change Major - **ENGL 226**

Change Major - **ENGL 309**

Change Major - **ENGL 310**

Change Major - **EDEN (English/Secondary Education double major) | REVISED 3.7.2011**

German - **change major**

Spanish - **change major**