

Committee on Priorities and Resources

Meeting Minutes – February 1, 2012

In attendance: Assistant Director Carol Allman-Morton, Prof. Rob Benedetto, Dean of the Faculty Gregory Call, *ex officio*, Technical Services Associate Mark Fiegenbaum, Associate Treasurer/Director of the Budget Shannon Gurek, *ex officio*, Prof. Nasser Hussain, chair, Prof. Jagu Jagannathan, Luke Lavin '13, Director of Human Resources Maria-Judith Rodriguez, *ex officio* Prof. Karen Sánchez-Eppler, and Sarah Barr, recorder. Guest: Librarian of the College Bryn Geffert.

Not in attendance: Diwa Cody '14 and Treasurer Peter Shea, *ex officio*.

The meeting was called to order at 4:08 pm.

1. Adam Gerchick '13, an AAS representative, has resigned from the committee.
2. Introductions – Committee members introduced themselves to the guest, Bryn Geffert.
3. Library Budget Request – Bryn Geffert summarized the budget request for the library and answered questions from committee members.
 - a. Receptionist/Bookkeeper – In 2008, the library replaced the bookkeeper/receptionist (1 FTE) with a ½ time employee. The amount of work that needs to be completed is more than 20 hours per week and the library would like to request that the remainder of the position be unfrozen.
 - b. Instructional Room (\$265,000) –The college currently lacks an instructional classroom to accommodate the teaching needs of faculty and staff. The proposed classroom would be located on the A level of Frost Library and would accommodate active learning and teaching models. The new classroom, which will accommodate 22 students, will be available to students and to sessions conducted by IT when not in use by the library. HVAC work contributes in part to the significant expense of this project. Last year, the CPR highly recommended this expenditure to senior administrators and suggested that the funds come out of the capital improvement budget.
 - c. Books and Serials (\$151,000) – The cost of serials has dramatically increased over the last several years, decreasing the college's purchasing power for serials and eating away at the book budget. There will be cuts made this year but the library is requesting an 8% increase in the budget to make the cuts less severe in the years ahead. The library staff and the library committee are exploring many options to address the rising costs of serials.
 - d. Office Equipment (\$37,600) – The library needs new copiers and digitization equipment.
 - e. Employee Travel (\$6,000) – The library would like to increase its travel budget so it can send employees to courses and other training opportunities.
 - f. Entertainment (\$3,400) – The library has become a popular venue for lectures, exhibits, and events. It would like additional funds for food and drinks.
 - g. CPR Recommendations – The CPR recommends that the Dean unfreeze the receptionist/bookkeeper position. At the end of the semester, the CPR will review all

requests made to the committee and make recommendations to the senior administrators.

4. Minutes – Minutes from December 13, 2011 were approved.
5. College Policy – The committee reviewed its ongoing policy projects as well as new inquiries.
 - a. Faculty Salary and Compensation Report – Shannon Gurek and Jagu Jagannathan will present a draft of the report at the next CPR meeting.
 - b. Parental Leave – The committee is waiting for more information on the impact of changes to the policy. What is the financial impact of changing the policy to offer a 2 course leave to all primary caregivers? Is an 8 week leave without salary phasing a comparable benefit for staff? What would the cost of such a benefit be?
 - c. “Grossing Up” Salaries to Compensate for Discriminatory Tax Policy – The committee discussed a request that the college consider increasing salaries to compensate for discriminatory taxes paid by employees with same sex-partners who are part of the family health insurance plan. The committee would like to look at the college’s options, review the financial impact of policy changes, and get more data on the number of people who would benefit from a change in the policy. Someone from HR will present this information at the next CPR meeting. There are many inequities built into the federal tax code so the committee discussed the need to discuss the normative basis of the college’s benefits package.

The meeting adjourned at 5:17 pm.

Next Meeting: Wednesday, February 15 at 4 pm.

Respectfully Submitted,

Sarah Barr