



Senate Budget Committee
Minutes 9/10/24, 2- 3 p.m.

Introductions and Roll Call

See the accompanying attendance list grid.

Lucretia assisted with procuring a student representative for this committee, Zachary Potter.

Committee Purpose, Policies, Procedures

The committee was provided an introduction (with links) to the Senate budget committee's purpose and selected policies related to voting rights, what constitutes a quorum, and the requirement to use only their Westga email for all committee business.

- <https://www.westga.edu/administration/provost/faculty-senate/budget-committee.php>
- Drive: <https://www.westga.edu/administration/provost/faculty-senate/senate-standing-committees.php>

The committee members present today agreed that the second Tuesday of the month from 2 – 3 p.m. will work for their schedules, so that meeting invites will be sent for this fall's two remaining meetings: 10/8/24 and 11/12/24.

Lynn Sotillo provided a brief introduction (clarification) on how the USG Fy25 Budget Calendar works, explaining that it is essentially the many prescriptive, detailed reports her office prepares and sends to USG administration that entail the performance reports of critical items such as annual expenditure report from UWG, auxiliary and student activities carried forward from the prior fiscal year; quarterly financial reports that are certified by the President. These will not entail any advice or work from this committee.

https://www.usg.edu/fiscal_affairs/departments/budget_calendar/fiscal_year_2025

Based on today's discussion, the following link describes future budget processes that transpire before the general assembly and, ultimately, what decisions are made can be learned through this link: https://www.usg.edu/fiscal_affairs/departments/budgeting

Identifying Meeting Topics and Guest

1. **Study Abroad** – The importance of the QEP goal of providing quality experiential learning opportunities for students through study abroad was discussed briefly. While a

decision in the spring of last year was made to fund some study abroad experiences that did not cover all expenses and pay faculty 10% of their salary, going forward, this will not be the case. Study abroad expenses must be covered by enrollment, including faculty salary. Faculty salaries for study abroad must uphold the overall board policy on faculty salaries, which holds a cap on how much a faculty member can earn in that fiscal year over their salary.

2. **Faculty compensation for providing internships and activities requiring 1:1 supervision of students outside their work credit hours or in addition to their work requirements. These responsibilities often involve traveling to several counties to observe students, oversee learning activities, and ensure course/program goals are met.** Today's discussion essentially explained what this concern means and the concern for faculty to be compensated for work that they are doing that may not be depicted in their reported credit hours or work responsibilities. It is important to note that this responsibility is deemed necessary by faculty and that faculty want to do this work. This topic will be further discussed, and members concerned about this were asked to provide more information on how other departments or institutions in USG handle these activities.

The meeting concluded at 3 p.m.