

Date: 26 November 2008
To: Budget and Administrative Procedures Subcommittee (B&A committee)
From: Kevin D. Belfield
Re: November B & A committee minutes

The Budget and Administrative Procedures Subcommittee (B&A committee) met at 11:00 AM on 18 November 2008. Those in attendance were: Kevin Belfield, Diane Andrews, Sharon Douglass, Charles Negy, Timothy Rotarius, Annette Khaled, Ed Neighbor, Chad Nye, Patrick LiKamWa, and Robertico Croes. Diane Chase from Academic Affairs, Denise Berrios from the Bookstore, and Rich Gause were invited guests in attendance.

Diane Chase gave an overview of the textbook affordability act, and discussed several provisions in the act. Denise Berrios gave an update for the bookstore related to posting required course materials on a website. Several best practices from other states (Minnesota) were discussed. It was agreed that the B&A Committee would draft some best practices for Faculty Senate Steering Committee (and, eventually, the Faculty Senate) consideration. Charles Negy agreed to lead the effort to prepare a draft of best practices for circulation and comments from the B&A Committee.

The next meeting will be scheduled for some time in January 2009.