Biweekly P2I Meeting  
Tuesday, September 12, 2017 – 11:00 AM – 12:30 PM

Present: Adrian Sinkler, Bill Humphreys, Christian Adams, Christine Howard, Eleonora White, Jenny Albrecht, Marci Myers, Russell Cannon, Sara Ali, Segan Jobe, Steve Syverson, Toni Hartsfield, Uma Raghavan

Absent: Amy Stutesman, Steve Walline

Agenda:
- Welcome and Intros  
- Current State  
- Curriculum Mapping Planning Tool  
- Budget Template – Postponed to next meeting  
- Next Steps

➢ Main Concepts Covered

1. Current State
   - CET decisions confirmed in email to Deans  
   - $4 was temp/DOF → $7.5 is mixed temp and permanent  
   - $1M (10%) in permanent will go to investment fund and will need to be replenished if used  
   - Trueup: OPB informs in January of a given year, we receive funds after July for next fiscal year

2. Tasks Ahead
   - Please review!

3. Curriculum Planning Tool
   - Outcomes to emphasize, based on co-dependencies: section offerings number or size will depend on teaching loads; SCH production  
   - This is a tool to achieve median level view by applying what-if scenarios to goal-based formulas  
   - Shifts will have curricular implications  
   - In general, there will be a reduction in mostly part-time faculty  
   - For more detail on data please review Power BI dashboard and inform IPB/IR if you see inconsistencies  
   - Example spreadsheet shows:
     a) Does not include fee-based course info, joint courses may impact data output  
     b) Course codes are from last 3 years, data only from last academic year (some blanks may result) – Please inform IPB/IR if you see inconsistencies  
     c) Credits are average, as some courses are taken for variable number of credits  
     d) Enrollment shares are averages per faculty member, as affected by teaching load percentage
e) Where data can be changed/added: blue sections

4. Discussion – Challenges/Lessons Learned/Recommendations re: Planning Tool
   - Challenges:
     a) Disconnect on how tool assesses data, and how school will compensate faculty (i.e. separately)
     b) Task at hand (of eliminating sections) is challenging to school goals and operations
     c) How does this apply to FYPP and its role on campus (no faculty; composition is mostly part time); difficult to do section planning until schools establish how many sections they will offer; not being able to appoint faculty also limiting
     d) How do we facilitate conversations about connections between all these variables and goals
   - Lessons Learned:
     a) Projected FTE is constant
     b) Always check data
     c) Schools that benefit from changes, how reflect that in tool
     d) Conflict between ensuring students get classes needed to graduate and meeting faculty composition targets
     e) Number of sections is not only lever to meet FTE enrollment targets (i.e. credits per student, section enrollment caps)
   - Recommendations:
     a) Color code non-dynamic columns
     b) Show full array of courses and who taught them vs. sections paid for

➢ Next Steps:
   - IPB/IR to send email re: Budget Template
   - Schools: please discuss budget template/curricular planning tool with unit/Dean and solicit feedback
   - IPB/IR to centrally deposit docs in a OneDrive and will give access to group
   - Next P2I Meeting: September 28