During the spring semester the Budget, Bylaws and Policy committee dealt with the following items.

1. Review budget issues
2. Interactive Television (ITV) Compensation Policy
3. Provide a description of the Student Recruitment and Retention Committee for the college bylaws

The efforts of the committee on these items are given here.

1. Regarding budget issues, after our first meeting in the spring committee members sent an email to the faculty in their departments that summarized the budget requests made from the college to the University Budget Committee or to the Distance Education Office.

2. Below is what was to be the proposed Interactive Television (ITV) Policy which evolved from input from college faculty, in general, and from the committee members. However, just recently we learned that item 2.2 in our proposal will probably be rejected by Human Resources because they have rejected faculty pay on a per student basis over some threshold. This decision has been upheld by Provost Cruzado.

At this point, the ITV policy is presented for your information and we request your input if you have a suggestion for altering the policy to satisfy faculty but avoid rejection by Human Resources.

**ITV Compensation Policy**

The College of Business may use ITV to deliver a course to multiple sites simultaneously. ITV-based courses typically are scheduled as a separate section for each site; the use of multiple sections is primarily a tool for controlling the number of students registered at each site. ITV is used, in large part, to achieve within-semester economies of scale; i.e., reducing the per-student cost of delivering a course during a given semester. Audio/video recordings created during delivery of an ITV-based course may not be recycled without the written consent of the recorded faculty member(s).

For teaching load purposes, an ITV-based course delivered to multiple sites typically is treated as a single course. Although each site may be listed as a separate section in the schedule of classes, faculty members teaching such a course--either during the summer or out of load--will be paid for only one course. However, when a class roster becomes excessive or a faculty member must travel more than 30 miles to meet with students or hold classes, the following adjustments will be made:

1) Faculty members teaching ITV courses will receive the remote site differential if they make one or more trips to the remote site(s); and

2) If the combined enrollment at all sites exceeds 25 students for a graduate course or 50 students for an undergraduate course, then faculty members will either (1) receive credit for teaching an additional in-load course, or (2) receive additional out-of-load compensation equal to 0.5% of their annual salary per student above the aforementioned thresholds. (Note: For out-of-load courses, total compensation shall not exceed 1/8th of the faculty member’s annual salary. Enrollments shall be determined as of the census date.)
The combined enrollment from all sites will be capped at 50 students for a graduate class and 75 students for an undergraduate course. The cohort size at a site must be sufficient to support face-to-face instruction at that site.

3. Below is the proposed description of the Student Recruitment and Retention Committee to be added to the College of Business Bylaws.

Student Recruitment and Placement Committee

1. Student Recruitment and Retention Committee shall consist of one faculty member chosen by and selected from each department in the College of Business, a representative from the CEC, the Associate Dean (an ex-officio member), a representative from the Advising Center, a representative from College Web Development, and non-voting student Ambassadors.

2. The Student Recruitment and Retention Committee shall:
   a. review and recommend changes in recruitment and retention processes for the College of Business; and
   b. conduct exit surveys of all students to assess the viability of existing recruitment and retention programs and processes.

Committee members in the spring of 2008:
Kathy Brook, ex-officio
Dennis Clason
Don Garland
Michael Hyman
Jennifer Kreie, Chair
Jeff Teich