The Committee on Budget and Interdepartmental Relations, more widely known as the Budget Committee (BC), has three primary functions: (1) it recommends actions on hiring, promotion and merit advancement for individual faculty members; (2) it recommends FTE allocations for departments and other academic units; and (3) it recommends policies to the campus administration relevant to academic personnel.

**Personnel Reviews**

During the 2008-09 academic year, the BC received 1,030 cases and sent 1,027 to the Academic Personnel Office (APO). Both the received and sent totals include 92 appointments and reappointments for endowed chairs, a category not captured by our database.

<table>
<thead>
<tr>
<th>Received in 08-09</th>
<th>Sent to APO in 08-09</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cases effective 7/1/08 (or earlier)</td>
<td>198</td>
</tr>
<tr>
<td>Cases effective 7/1/09</td>
<td>832**</td>
</tr>
<tr>
<td>Total cases forwarded to APO in 08-09</td>
<td>1030</td>
</tr>
</tbody>
</table>

*Includes 255 cases received in 07-08  
**283 08-09 cases carried forward to 09-10

This year Vice Provost Zedeck introduced a new category: "On-Time Cases." These cases, submitted to APO by a predetermined deadline, were guaranteed to be completed by 6/30/09. Of 204 on-time cases received by the BC, 201 were returned by the deadline. Two of the remaining three were submitted for Spring deadlines, and one case was not labeled “On Time,” an administrative error.

The BC processed 167 urgent cases and 108 reconsiderations. A total of 109 Campus Ad Hoc Review Committees were appointed to consider Final Appraisals (2), New Tenured Appointments (27), Promotions to Tenure (42), Promotions to full Professor (32), and Terminations of Assistant Professors (6).

**FTE Allocations**

This year the Committee prepared a memorandum recommending the criteria to be used in deciding FTE allocations in a constrained budget environment. One criterion was the “percentage gap to target,” and a good deal of effort went into determining these numbers for each unit. Much of this effort duplicated work done by the Vice Provost's Office, and we recommend that in the future the FTE spreadsheets prepared by the Campus Budget Office for the Vice Provost be made available to the BC to avoid such duplication.
The initial target for new FTE for 2010-11 was between 25 and 30. However, in the wake of the severe cut in the university budget imposed near the end of the academic year, the BC recommended that there be no new FTE allocations for Target Year 2010-11. The Committee notes that it is imperative that the campus begin hiring soon, however, as some departments are shrinking to dangerously low levels.

**Policy**
The BC made a number of policy recommendations. The two most important were:

- **The Value to Berkeley Assessment (VBA)**
  This policy establishes criteria to determine the overall value a faculty member has to the campus. It can be used in deciding whether to match outside offers to our faculty. The Committee worked closely with the Vice Provost to formulate this policy, and it was issued to the campus on December 15, 2009.

- **The Extended Rine Rule**
  The original Rine rule recommended bringing junior faculty salaries up to market rates (generally at the Mid-Career Appraisal) when justified by the record of accomplishment. The recommended extension of this rule formalizes recent campus practice that salary adjustments be made both at the time of the Mid-Career Appraisal (if the prospects for tenure are sufficiently good) and on promotion to tenure. This policy ensures that our faculty are adequately compensated at the beginning of their careers.

In addition to these policies, the BC issued a number of additional memoranda, some of which are listed below. These served to memorialize or clarify features of the academic review process or to propose modifications of current practice. Policies that have been adopted are designated by an asterisk (*).

- Shortening BC Minutes: Step VI Review Guidelines*
- Criteria for Faculty Step Accelerations*
- Hiring Comparison Groups
- Flexibility in Hiring and Retention Salaries
- Steps for New Assistant Professors
- New Rules for Endowed Chairs
- Accelerated Advancement to Above Scale Status
- Teaching Evaluations
- Partner Hires
- FTE Allocation for TY 2010-11
- Above Scale Compensation Review
- CAHRC Waivers and CAHRC Independent Review
BC Staff
The operation of the BC depends critically upon its dedicated staff. The staff is constantly asked by the administration to react quickly to urgent retention or hiring cases, and members of the committee rely on the staff for a great deal of assistance. Unfortunately, there were a number of unplanned staff leaves during 2008-09, which resulted in reduction of available personnel by 0.51 FTE. The Academic Senate Office responded by sending two members of its staff to help, and by providing funds to hire two part-time employees. Altogether, this provided 0.144 FTE to partially compensate for the reduction. The Chair of the BC sent a letter to Academic Senate Chair Firestone and to Vice Provost Zedeck suggesting steps that should be taken to deal with such eventualities in the future.

Respectfully submitted,

Christopher F. McKee, Chair 2008-09
Ruth Collier
David Lieberman
Randy Katz
Jeffrey Knapp
John Lindow
Mark Tanouye
Birgitta Whaley
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