

Administrative Council Meeting Minutes

December 1, 2025 | 4:00 – 5:00 PM

Agenda

- Announcements
- SPUR Update
- Spring Leadership Training
- Graduate Student Stipends
- Engineering Staff Council Proposal
- Sesquicentennial Faculty Scholars Program
- EAC Nominations
- DLC and Collaboratory Renovation
- FY27 College Budget Model Adjustments
- Open Discussion

Dean Keith Molenaar began the meeting at 4:00 p.m.

Announcements

All College Meeting: Keith reminded the council of the upcoming All College Meeting on Wednesday, December 3 at 2:00 PM in AERO 111 and on Zoom, and requested that the council attend and be prepared to participate in the Q&A portion of the meeting.

CEAS Faculty & Staff Holiday Party: Keith also reminded everyone of the holiday party on Wednesday, December 3 at 6:00 PM on Limelight Hotel, and he hopes everyone can join us.

Campus Holiday Closures: [The Chancellor announced](#) additional administrative leave for faculty and staff, and campus closures from December 24 – January 2, reopening for regular business hours on January 5. Keith encouraged the council to take the time to rest and recharge, and to encourage their units to do the same.

Faculty and Staff Training Opportunities: Keith briefly let the council know of upcoming health and wellness training, and campus AI training, and requested they watch for announcements and attend as they are able.

SPUR Update

Due to an increase in student interest and growth, a new funding split will begin in 2026 for SPUR and continue for DLA. The new funding split will be 30% college/70% faculty (previously 50/50). DLA and SPUR students will enroll in a 1-credit “Introduction to Research” seminar with topics starting in research, literature review, presentations, research ethics, etc.

Spring Leadership Training

Catherine Ashcraft, Senior Research Scientist with NCWIT, introduced a 3-series leadership training that the council will be participating in during the spring semester. The training, focused on microaggressions and interventions, will be three 1-hour sessions that focus on practical skills and concrete actions everyone can start implementing that connect with our Shared Equity Leadership efforts. The dates for these training sessions are February 2, March 2, and April 6 at 4:00 – 5:00 PM; calendar invites will be sent on December 2.

Graduate Student Stipends

Alaa Ahmed, Associate Dean for Graduate Education, reviewed the annual process of reviewing graduate student stipends to ensure consistency across units. This year, it was recommended by the Graduate Education Council (GEC) to increase stipends by 3.2% and this was being brought to the council for a vote. After discussion, the council voted unanimously in favor of the increase.

Engineering Staff Council Proposal

Alana Davis-DeLaria, former chair of the council, and Dustin Quandt, current chair of the council, proposed adding the Engineering Staff Council (ESC) to the college rules (like the Faculty Governance Council), with the intention of increasing staff belonging and value in the college (see attached slide for additional details). Next steps in the process will include discussions with the Administrative Council and a college vote in late spring 2026.

Sesquicentennial Faculty Scholars Program

Amy Javernick-Will, Associate Dean for Faculty Advancement, alerted the council that nominations will soon be opening for the Sesquicentennial Faculty Scholars Program. Please watch for communications and nominate faculty members.

Engineering Advisory Council Nominations

Medford Moorer, Assistant Dean for Strategic Initiatives, reminded the council that nominations for the Engineering Advisory Council (EAC) are due by February 1, 2026. We are specifically looking to add members in biomedical, materials, manufacturing, and robotics, but would like to have representatives from all units in the college. Individuals should be in a leadership role (c-suite or non-profit); please look at current advisory board members that would be good at the college level. Nominations can be submitted through the [nomination form](#). Please contact Medford with questions.

DLC and Collaboratory Renovations

Chris Sachs, Assistant Dean for Facilities, Operations and Safety, gave an update on the Discovery Learning Center (DLC) and Collaboratory renovations coming up. Construction in the DLC will begin in summer/fall 2026 and open spring 2027, followed by the Collaboratory which will start in spring/summer 2027 and open in fall 2027. A new meeting space will also be put in next to the Campos Student Center (dates TBD).

FY27 College Budget Model Adjustments

Keith reviewed adjustments to the FY27 college budget model, which focuses on reducing the amount of common good funds and directing more money directly to the departments/units. This approach will also be used to address the discrepancy in supplemental funding going to departments. See slides for additional information; there will be more discussion to come in the spring operational planning cycle launching in January.

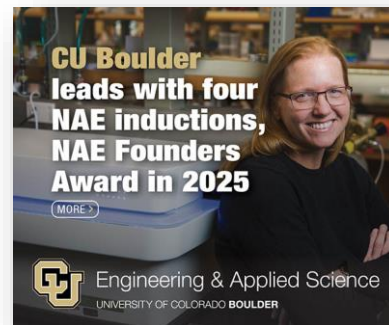
Health and Wellness

Keith wrapped up the meeting with the CEAS Community Wellness Values Statement and encouraged the council to model health and wellness as leaders by taking time for selves and taking a break.

Meeting adjourned at 4:57 PM

10/1/25 Admin Council Agenda

- Announcements (Keith)
- SPUR Update (Keith)
- Spring Leadership Training (Catherine)
- Graduate Student Stipends (Alaa)
- Engineering Staff Council Proposal (Dustin)
- Sesquicentennial Faculty Scholars Program (Amy)
- EAC Nominations (Medford)
- DLC and Collaboratory Renovation (Chris)
- FY27 College Budget Model Adjustments (Keith)
- Open Discussion (all)



12/1/25 Admin Council Agenda

- All College Meeting
 - 12/3, 2:00 PM, AERO 111 and Zoom
- Holiday Party
 - 12/3, 6:00 PM, Limelight Hotel
- Campus Holiday Closure
 - Closed Dec 24 – Jan 2
 - Reopening Jan 5
- Faculty and Staff Training Opportunities
 - Health and Wellness Training
 - Campus AI Training
- Sending Spring Admin Calendar Invites Tomorrow



SPUR and DLA Update

Beginning with SPUR 2026 and continuing for DLA

- New funding split: 30% College/70% Faculty (previously 50/50)
 - Increase to faculty of ~\$1,000 per student
 - Increase due to student interest and growth
- DLA & SPUR students will enroll in a 1-credit “Introduction to Research” seminar
 - Topics in starting research, literature review, presentations, research ethics, etc.



NCWIT Leadership Training

Microaggressions & Interventions: Concrete Ways to Start Improving the Workplace Culture for Everyone

- What are microaggressions & how do they show up in the academic workplace?
- Examining how they shape power & influence in decision-making and other specific contexts
- Concrete actions you can start implementing now
- Skill-building
- Sustaining the momentum & connections to SEL

Chair/Program Meeting Slots

Mondays from 4:00-5:00

- February 2
- March 2
- April 6



Engineering Staff Council Proposal

Proposal – Add Engineering Staff Council to College Rules

Process – Discuss in Admin Council with college vote in late spring 26

Proposal Text

- **Membership.** This committee consists of an elected and representational membership of staff rostered within the CEAS, and will explicitly include:
 - CEAS staff representatives elected through a yearly election directly by CEAS staff.
 - Each member will serve a two-year term, and members can be re-elected for consecutive terms, in accordance with ESC Bylaws.
- **Duties.** This committee shall serve in an advisory capacity to the Dean in making decisions related to issues of administration including, but not limited to, budget and resource policy and distribution and staff-related policies and procedures. In addition, this committee shall appoint representatives to college committees with staff representation need.



Engineering Advisory Council Nominations

- Due by February 1, 2026
- Looking to add members in:
 - Biomedical
 - Materials
 - Manufacturing
 - Robotics
- Contact Medford Moorer



DLC and Collaboratory Renovations

Scope

- DLC levels 1B & 1 for hands-on learning and larger CAD (computer) Lab
- Move CAD Lab to Collaboratory location and move Collaboratory to CAD Lab location

Schedule

- DLC – Construction Sum/Fall 26
 - Open Spring 27
- Collaboratory – Construction Spring/Sum 27
 - Open Fall 27



FY27 College Budget Model Adjustments

Motivation

- Current campus and college budget models were adopted in FY23 with agreement to revisit after 3 years
- College budget model is working well, but can be revisited to reflect better reflect the College's mission and priorities



Approach to FY27 College Budget Model Adjustments

- Work in parallel with campus budget model update
 - Work with chairs and finance directors in college
 - Begin in September and end in December for FY27 implementation in July '26
- Consider a “re-baselining” of college budget model
- Variables to consider
 - Common Good – consider distributing more to departments and programs
 - Departmental Supplemental Funds – consider elimination through one-time redistribution
 - Professional Masters Programs – consider changes or new incentives
 - Coursera Programs – consider changes or new incentives



Approach to FY27 College Budget Model Adjustments

Model Variable	Dates	Participants	Discussion Goals
Present Model Adjustment Approach	Aug	Admin Council	Explanation of approach and outcomes.
Common Good	Sep	Sr. Staff and Finance Directors	Review of common good funding and uses.
		Department Chairs/Program Directors	Proposal of revisions in common good scope/scale if needed.
Department Supplemental Funds	Oct	Dept. Chairs and Finance Directors	Review of supplemental funds and uses.
		Department Chairs/Program Directors	Agreement on adjustments to supplemental funds if needed.
Professional Masters	Nov	Dept. Chairs and Finance Directors	Review of income distribution and uses.
			Proposal of revisions to distribution if needed.
Coursera	Nov	Department Chairs	Review of income distribution and uses.
			Proposal of revisions to distribution if needed.
Review of Overall Adjustments	Dec 1	Admin Council	Review and discussion of proposed model adjustments.



FY27 College Budget Model Adjustment

Professional Masters Program

- In FY23, the college budget model changed PMP funding to more closely align with traditional MS funding
 - Initial PMP – Campus funding directly to units
 - No common good, admin/program share, or TT faculty pool
 - Current PMP – PMP funding comes to college at higher rate and shared proportionally with departments who generated it
 - Now deducts for common good, admin/program support and TT faculty pool
 - Program PMPs go into common pool as opposed to auxiliary, benefitting departments
 - CEAS supplemental fund bridged change in department revenues
- ***No changes will be made to the PMP financial Model***



FY27 College Budget Model Adjustment

Coursera Degrees

CEAS currently treats Coursera as auxiliaries and returns all profits and losses to units

- ***No changes proposed to budget model***
- Proposal for shared governance committee across Coursera programs
 - Determine where sharing of resources could be beneficial (e.g., staff, equipment, marketing, etc.)
 - Provide financial oversight and suggest investments of profits or backstopping of losses



FY27 College Budget Model Adjustment

Common Good

- Current model
 - 10% of all tuition put towards four pools that benefit all units and students
 - Undergraduate Scholarships
 - Research and Infrastructure
 - Debt Defeasance
 - Dean's Strategic Fund
 - For FY26, the amount per pool is \$2.9M



FY27 College Budget Model Adjustment

Common Good Opportunity

- Move from 10% to a lower amount (e.g., 8% or 9%)

Current budget and common good allocation		
Fiscal Year	College Total Allocation	Common Good
FY23	\$108M	\$9M
FY24	\$111M	\$10M
FY25	\$114M	\$11M
FY26	\$118M	\$12M

Anticipated budget and common good allocation (3% growth of budget anticipated)				
Fiscal Year	College Total Allocation	Common Good - 10%	Common Good - 9%	Common Good - 8%
FY27	\$122M	\$12.2M	\$11M	\$10M
FY28	\$126M	\$12.6M	\$11.3M	\$10M
FY29	\$129M	\$12.9M	\$11.6M	\$10.3M
FY30	\$133M	\$13.3M	\$12M	\$10.7M



FY27 College Budget Model Adjustment

Beginning FY 27 – Reduce Common Good Pool to 8%

- **Caveats** in moving from 2.5% → 2% in each category
 - Scholarships – Increase gifts are covering current scholarship needs.
 - *This pool may need future increases if donor activity does not continue*
 - Debt – We will use current reserves to pay off the AES North Wing early.
 - *CEAS may need to take on new debt in the future*
 - Research and Infrastructure – Will reduce expenditures
 - *There may be renewal/replacement and/or large-scale funding needs in the future (e.g., Hands-on Learning Spaces or Research Labs)*
 - Dean's Strategic Funds – Will reduce expenditures
 - *Strategic needs and/or backstopping may change*



FY27 College Budget Model Adjustment

Department Supplemental Pool

In moving from *incremental* to *activity/incentive*, it has been imperative that:

- Funding under the new model becomes closely aligns unit activity
- There is a shared understanding that the new model does not create new resources
- Unit funding was not adversely impacted
 - *There were not to be “winners” or “losers” in the new model*
 - *Supplemental funding has served as the bridge between the two models*



FY27 College Budget Model Adjustment

Department Supplemental Pool

Beginning FY27, “Buy-Out” supplemental funding

- FY26 Supplemental ~ \$2M
- FY27 10%→8% CG ~ \$1.8M

Create a New FY27 Baseline

- Hold harmless units receiving funds
- Reallocate CG to units with higher SCH and HC
- Future budget changes continue to be based on SCH and HC activity

Remaining Tasks

- Final supplemental “buy-out” amounts
- Determine if additional research incentives needed beyond TT faculty allocation and ICR return
- Discuss need for qualitative pool



Spring Operation Planning Cycle

Strategic Planning

- Prioritization → Measurement

Finance

- Budget Drivers → OP Budget Requests → Budgets

HR Staff

- Comp/Equity Analysis → OP HR Requests → Promotions/Adjustments

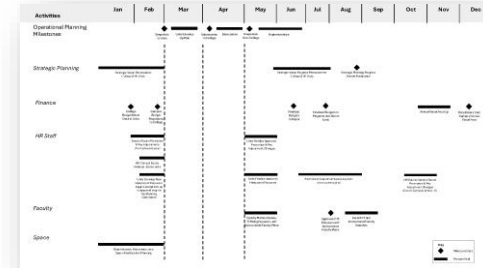
Faculty

- Faculty Hiring → AAU Comp → Equity → Faculty Actions

Facilities

- OP Reno/Beautification Requests → Design and Construction

Operational Planning
Launching in January



CU Engineering Health and Wellness

CEAS Community Wellness Values Statement



- Embrace practices to support the health, wellness, and success of all CEAS community members.
- We prioritize the well-being of all members of our community — students, faculty, and staff.
- We promote supportive conversations and action around mental health and health-seeking practices.
- We prioritizing both our own health and well-being and the health and well-being of those around us.

CEAS Engagement Survey Priority Areas

- ❖ Wellness / Burnout
- ❖ Work Environment

It's about building a systems that work.

