

## Report of 4-Year Public Schools' Roundtable Discussion

January 27-28, 2023

Session 1: The session was attended by 21 participants who discussed funding issues related to credit hour production. The attendees discussed the impact of enrollment in hours in excess of required hours, particularly in applied lessons and ensemble enrollments, and the ramifications for faculty load calculation. The impact of using the zero-credit hour option for ensembles, which results in no tuition collected, was also discussed. The attendees agreed that the zero-credit hour option encourages non-major participation as a counterpoint to the lost tuition revenue.

The session also covered institutional requirements for sponsoring outside events. The attendees discussed the difference between departmental and external events and the crowd management requirements, including the imposition of extra charges for security and custodial services. The session also covered what constitutes departmental sponsorship if it is music-related and who bears financial responsibility. Liability insurance requirements and the imposition of extra charges for security and custodial services were also discussed.

The procedures for guest artists and financial issues involved were also discussed. The attendees discussed contract approvals, assuring timely payment, and the fact that some business offices no longer accept cash payments or deposits from departmental activities or box office receipts.

Session 2: The second session was attended by 12 participants who discussed funding issues related to personnel, staffing, and travel. The attendees discussed the fact that departments generally lack sufficient administrative support resources, particularly facilities management and accounting. Various levels of dissatisfaction with HR services were also discussed, including the requirement to terminate and rehire adjuncts annually as opposed to leaving employees in the system if they will be returning within 12 months.

The attendees discussed event staffing and the fact that most use students, either paid or as assigned service, and very few have professional house management. The attendees reported great challenges recruiting and retaining administrative staff due to low wages. Several executives reported having to perform duties normally assigned to administrative support staff. They also reported that policy decisions were being made at upper levels of administration without investigating unintended consequences.

The session also covered travel support funding for faculty, which ranges from \$0 to \$1500, with some funding budgeted, some funding available by individual application only, and some universities supporting travel funding for adjunct faculty. The means and level of funding for student travel support was also discussed, with not all institutions supporting student travel, and some depending on supplemental funding from the Provost or President for large ensemble travel.

The session concluded with a discussion on recruitment and retention, including the consequences of declining enrollment and the priority shifting from recruiting to retention. The attendees agreed that success in theory and aural skills is crucial to retention and discussed the strategy of delaying the start of theory 1 to spring to make the transition from music in high school to music in the university easier and gentler for students.

The meeting concluded with the consensus to schedule virtual roundtable meetings or webinars early in the fall and late in the spring, as supplements to the live meeting in January. The attendees agreed that the discussions were fruitful even if no specific actions were indicated.

Respectfully submitted,

Robert Hansen, Director

4-year Public Institutions