

**Committee on Academic Planning and Resource Allocation (CAPRA)**  
**Minutes of Meeting**  
**October 15, 2013**

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 2:30 pm on October 15, 2013 in Room 232 of the Kolligian Library, Chair Anne Kelley presiding.

I. Chair's Report

Chair Kelley debriefed the committee on the following:

-- October 1 meeting of the University Committee on Planning & Budget (UCPB). Patrick Lenz, Vice President of Budget and Capital Resources, spoke about the budget process, funding models, and capital outlay. There was a discussion about the campuses transitioning to a new funding model. It was repeatedly pointed out at UCPB that UC Merced is often the exception to the implementation of new models due to the campus's unique nature: while other campuses need funds for renovation of existing buildings (seismic retrofitting, etc.) UC Merced needs new buildings at a rapid pace. UCPB also held a discussion on enrollment management and rebenching. In order to make rebenching palatable to the campuses, rebenching would only increase the amount of money that poorly-funded campuses are receiving. The affluent campuses will not receive less money. There was also a lengthy discussion on the new UC health care plans. The UC is discontinuing a few health plans and adding UC CARE which is managed by the UC. While this is more of a Faculty Welfare issue, UCPB is concerned with the financial solvency of the UC with these new health plans.

**ACTION:** CAPRA analyst will email the committee the information from HR on the informational sessions and Town Halls on the new health plans as well as the At Your Service web link to compare the new plans.

--DivCo meeting on October 8. CAPRA member Wallander provided a brief update to CAPRA members. DivCo would like to hold a joint meeting with CAPRA and Provost Peterson to discuss the FTE process last year and the process for AY 13-14. CAPRA intends to consult with a broad range of constituencies across campus to obtain feedback about the FTE process.

--Strategic Focusing Initiative meetings and town halls.

Chair Kelley attended the first town hall on October 4. Discussion centered around a [memo](#) that was sent on September 26 to all faculty, from the Senate office on behalf of Provost Peterson, on the list of [guiding questions](#) that the Provost requested be considered when Bylaw 55 units, research units, or other groups of faculty submit strategic plans. Some details are still unclear but new information is continually forthcoming from the Provost's office. CAPRA must address the question of how the strategic focusing process/Project 2020 will dovetail with the CAPRA FTE request process this year.

**ACTION:** CAPRA analyst will email the committee the list of faculty and administrators on the Strategic Focusing Working Group.

II. Consent Calendar

Today's agenda was approved as presented. (The September 17 meeting minutes were previously approved via email.)

III. Conflict of Interest Statement

CRE Chair Rick Dale suggested to DivCo that Senate standing committees adopt conflict of interest statements similar to those at UC Riverside's Senate committees. Prior to this meeting, the UC Riverside CAPRA equivalent's conflict of interest statement was distributed to the committee for review. This issue will become significant in the spring semester when CAPRA is voting on FTE requests. The committee discussed the possibility of all CAPRA members discussing all FTE requests but recusing from voting on their own programs, but also saw disadvantages to this approach as well as difficulties in defining the "programs" to which each member belongs. It was concluded that UCR's COI policy may not be the best model for Merced. Members pointed out that they are here to represent the faculty and should not bring individual agendas to the table. Transparency and flexibility are important.

ACTION: CAPRA analyst will research UC Davis's conflict of interest statement as Davis's structure contains some similarities to UC Merced's. This item will be tabled until the next meeting.

#### IV. FTE Request Process

Prior to this meeting, Chair Kelley distributed a draft policy she created based on the last two years of CAPRA requests. One goal is to reduce the amount of paperwork that faculty and units must complete. CAPRA must decide whether to request FTEs from graduate groups or Bylaw 55 units as this was one of the main controversies last year. While it would be desirable for CAPRA to allow the faculty and units to use the same information they submit to the Provost for the strategic focusing initiative, the Provost and CAPRA timelines may not run in parallel.

Other issues that CAPRA must decide in its evaluation criteria are: whether to require the Dean and the submitting program to provide their rankings, how to handle failed searches and replacement FTEs, and how to judge requests from graduate programs that span more than one School. The committee agreed that replacement FTEs should be returned to the unit and generally, failed searches should be allowed to be repeated. However, the Provost has the authority over both issues. The committee agreed that CAPRA should request FTE rankings from both the Dean and the submitting program (not the School as a whole). CAPRA should include in its request language that explicitly states how the committee will handle FTE requests that come from more than one School (e.g. requiring justification for the FTEs from both School Deans). This will provide guidance and transparency.

CAPRA members also discussed DivCo's request from the latter's October 8 meeting that CAPRA should generate a list of items that went wrong during last year's FTE request process and present them to DivCo with the goal that this list will provide the foundation for future FTE discussions with the Provost. CAPRA members agreed that wider input is needed from the School Executive Committee chairs and the School Deans on this issue.

ACTION: CAPRA Chair Kelley will contact the School Executive Committee chairs and the School Deans to obtain their feedback on last year's FTE request challenges. Comments received from both groups –as well as from CAPRA – will be transmitted to DivCo.

V. Systemwide Review Item – final review of APM 600

Chair Kelley provided an overview of the review item to committee members. APM 600 was formally reviewed by the ten campuses and UCOP last spring. This item is tangentially related to CAPRA as it contains information on compensation for summer teaching. Committee members agreed that since the first review has already taken place and that CAPRA is not the lead reviewer, the committee will decline to comment.

ACTION: CAPRA analyst will transmit a memo to Senate Chair López-Calvo stating that CAPRA declines to comment on this review item.

There being no further business, the meeting adjourned at 4:00 pm.

Attest:

Anne Kelley, Chair

Minutes prepared by:

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