

**Committee on Academic Planning and Resource Allocation
(CAPRA)**

**Minutes of Meeting
November 30, 2017**

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 1:30 pm on November 30, 2017 in Room KL 362 of the Kolligian Library, Chair Mukesh Singhal presiding.

I. Consultation with Provost/EVC

On October 23, 2017, CAPRA submitted a memo to the Provost/EVC, requesting an earlier timeline for next year's faculty FTE requests in order not to disadvantage the disciplines who begin recruitment in late summer. The Provost/EVC addressed that memo in today's meeting.

The Provost/EVC explained that his delay in responding to CAPRA's memo is due to the timing of data requests and submissions with the Academic Planning Working Group. The deadline for faculty to submit their information to the Academic Planning Working Group was extended by one month. He asked for CAPRA's recommendation on whether he should continue the academic planning exercise to a point where the campus has a strategic plan for faculty hires, or, conduct one more year of the traditional CAPRA call for FTE requests and postpone the comprehensive academic planning exercise. The issue is that CAPRA's call for FTE requests would need the information that is currently being analyzed by the Academic Planning Working Group. The Academic Planning exercise is the framework that CAPRA will use to make FTE recommendations to the Provost/EVC.

CAPRA members discussed the Academic Planning Working Group's proposed timeline (presented to faculty at the November 28 Meeting of the Division): units submit their proposals to the Academic Planning Working Group by December 15, 2017; the School Executive Committees review the proposals; the proposals are submitted to CAPRA by February 15, 2018, and CAPRA sends their recommendation on the allocation of faculty FTEs by March 15, 2018.

By December 15, units will know how many faculty FTE they will request. CAPRA could conceivably still issue its call according to its original, earlier

proposed timeline by revising the call to include language that states that now that units have considered their space and academic planning needs, CAPRA is requesting their planned FTE allocation for the year 2018-19.

ACTION: Provost/EVC will plan to attend the next CAPRA meeting for further discussion.

II. Chair's Report

Chair Singhal updated CAPRA members on the following:

- November 27 Division Council meeting. The Council agreed to endorse the Sustainability Strategic Plan and the Climate Action Plan solely as aspirational documents, not as strategic plans, given the plans' lack of analysis of resources. The Provost/EVC's proposed faculty retention policy entitled "Value to UCM Assessment" received significant feedback from the Academic Senate and will next be submitted to the Deans Council for revisions. Finally, Division Council discussed the proposed revisions to the UGC section of UCM's bylaws.
- November 28 Meeting of the Division. The Chancellor discussed the serious implications of the proposed, federal tax legislation on higher education and on the UC specifically; the Provost/EVC provided updates; the co-chairs of the three campus working groups conducted brief presentations; and there was a brief discussion of the proposed revisions to the UCM bylaws to create a Reserve CAP, but due to the lack of quorum, the Senate office will conduct an electronic vote of the faculty.

III. Working Group Updates

- Budget. CAPRA member Schnier, the co-chair of the Budget Working Group, explained to CAPRA members that the Group continues to construct a draft model of an instructional budget based on the School of Engineering's model. The Working Group is also turning its attention to a campus carry-over policy for faculty incidental funds.
- Academic Planning. CAPRA member Colvin, a member of the Academic Planning Working Group, updated CAPRA on the Working Group's discussions about increasing faculty teaching loads. CAPRA members expressed serious concern at the proposed increase and stated that since faculty teaching is considered a resource, CAPRA

should be one of the entities involved in these discussions. CAPRA members suggested that those faculty members who are opposed to increased teaching loads should appeal to their respective School Executive Committees who can then ask the Senate to engage in the important discussion.

IV. Enrollment Management Committee Updates

Committee member Trounstine attended the November 27 Enrollment Management Committee (EMC) meeting in member Schnier's stead. The EMC is developing a philosophy for enrollment management but the specifics are unclear. Professor Trounstine related that she pointed out to the EMC the problem of enrollment planning moving independently of space and academic planning and the critical need to integrate these to avoid a conflict of goals and outcomes of both endeavors.

V. Consent Calendar

ACTION: the November 16 meeting minutes were approved as presented.

VI. Revised Incentive Plan for Revenue-Generating Master's Degree Programs

The VPDGE has submitted a revised proposal to address the concerns raised by the Academic Senate in the original AY 2016-17 version.

CAPRA members reviewed the revised proposal and realized that the revisions did not address their concerns that the proposed programming would not adversely impact the resources of undergraduate programs. CAPRA members also recommended that the VPDUE be invited by the VPDGE to opine on the proposal, given the potential impacts on undergraduate programs.

ACTION: Analyst will circulate a draft memo for the committee's review and approval. The final memo will be sent to the Senate Chair by her deadline of December 21, 2017.

There being no further business, the meeting adjourned at 3:00 pm.

Attest: Mukesh Singhal, CAPRA Chair