

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

**Minutes of Meeting
December 9, 2015**

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 2:00 pm on December 9, 2015 in Room 362 of the Kolligian Library, Chair Mukesh Singhal presiding.

Present: Mukesh Singhal, Anne Kelley, Josh Viers, Will Shadish, Nate Monroe, Lauren Edwards, and Michelle Acosta Espinosa.

I. Chair's Report

Chair Singhal updated CAPRA members on the following:

--Division Council November 30 meeting

- CAPRA chair informed Division Council members that the committee made recommendations on the foundational FTE line allocation to the Provost/EVC at its meeting at the end of October. CAPRA also sent a memo to the Provost/EVC with questions on the CSDA pillar's hiring plan.
- UGC chair expressed the need for faculty to build better relationships with our undergraduate students in light of the November 4 campus incidents.
- AVC for Enrollment Management Orcutt, Director of Admissions and Outreach Ruiz, and IRDS Analyst Lowe presented Division Council members with student enrollment projections. The UC will face many challenges with the scheduled increase of 5,000 additional undergraduate students over the next few years. It is unknown at this time what UCM's share of the increased enrollment will be.
- Revised PH Bylaw 55 unit proposal was return to SSHA for clarification.
- University honors task force report. Concerns still remain over faculty workload.

--UCPB December 1 meeting

- State audit of the UC system in May 2016.
- Discussion about an increase in graduate student enrollment in addition to undergraduate enrollment increase.
- UCPB members were given updates on the UC Retirement Program by the Benefits Task Force members.

--Fall meeting of the Division December 2

- The Provost/EVC gave updates on Strategic Academic Focusing and the 2020 Project. The campus is pleased that the Regents approved the 2020 Project.

II. Consent Calendar

ACTION: The November 18 meeting minutes were approved as presented.

III. Revised GASP Major Proposal

CAPRA members decided that both of its prior concerns (rigorous curriculum and LPSOE lines) were addressed in the revised proposal and voted to endorse the proposal.

ACTION: A memo will be sent to the Senate Chair stating CAPRA's endorsement of the revised GASP major proposal.

IV. Consultation with Provost/EVC Peterson

The Provost/EVC expressed his appreciation for the way that faculty members addressed students' concerns after the campus incidents of November 4. He recognizes the stress that the incidents placed on all instructors including lecturers and TAs. The Provost stated that at today's meeting of the Chancellor's Cabinet, administrators want to provide emergency preparedness materials to the campus for future use. The Provost

asked CAPRA members for input on how to most effectively distribute such information, when available, to faculty members. AVC for Campus Safety & Police Chief Al Vasquez is working on the materials.

CAPRA members pointed out several issues such as classrooms not being equipped for emergency situations and the lack of guidance on how instructors should respond in emergency situations to protect their students and themselves. A CAPRA member suggested free CPR and first aid training for instructors and regular fire drills.

The Provost announced that he sent a memo to the deans earlier this week with his decision on the allocation of foundational FTE lines. Instead of allocating four lines as the Provost originally planned in his hiring plan distributed to the campus in spring 2014, he allocated six lines as recommended by CAPRA. His allocations differed somewhat from CAPRA's October 28 recommendations but overall, his decision aligned with CAPRA's suggestions. The Provost decided on three lines to SSHA, two to SNS, and one to SOE.

With regard to the three pillars that the Provost identified to receive FTE lines this year, CSDA is the farthest along and is working on placing the advertisements. The Provost is meeting with the Sustainability pillar representatives shortly, and IPSJ is working on their revisions. If IPSJ is not ready to hire this year, their FTE lines will carry over to next year. The Provost suggested to the faculty that recruitment plans for AY 16-17 ought to be finalized by spring break 2016.

The Provost acknowledged that the resource implications for increased undergraduate enrollment will present a significant challenge. Once the 2020 project plans are nearing implementation, the Provost stated that he will ask CAPRA for input. The Provost shared that he is attending a deans retreat this weekend and one of the topics will be support for academic units. Space for faculty, graduate students, and post docs need not be constrained by the 2020 project; it is crucial that space be found especially for new faculty and

incoming graduate students. The Provost pointed out that the campus community has to be flexible with space over the next few years until the new buildings are ready. The “balkanization” of space will not benefit the campus as a whole.

There being no further business, the meeting was adjourned at 3:15 pm.

Attest:

Mukesh Singhal, CAPRA Chair

Minutes taken by: Simrin Takhar, Senate Analyst