

**Committee on Academic Planning and Resource Allocation
(CAPRA)
Minutes of Meeting
February 17, 2016**

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 3:00 pm on February 17, 2016, in Room 362 of the Kolligian Library, Chair Mukesh Singhal presiding.

Present: Mukesh Singhal, Anne Kelley, Nate Monroe, Josh Viers, Marilyn Fogel, Lauren Edwards, and Hunter Drobenaire.

I. Consent Calendar

ACTION: The February 3 minutes were approved as presented.

II. Campus Review Item

Prior to this meeting, CAPRA members reviewed SSHA's proposal to establish a minor in World Heritage. While the proposal does not have significant resource requirements, it does state the need for a full-time lecturer. CAPRA members requested clarification on the duties of this lecturer beyond alleviating the teaching workload of ladder-rank faculty members.

The committee also held a discussion on the data that a member received from PROC on enrollment in minor programs. For minors with low-enrollment, there is question about whether they should be reviewed as stand-alone programs or reviewed as part of a major.

ACTION: A draft memo to the Senate Chair on the proposed World Heritage minor will be circulated among committee members for review.

III. Systemwide Review Item

Prior to this meeting, CAPRA members reviewed the guiding principles for search waivers for UC academic appointees. CAPRA members agreed that the document is not proposing changes to the current system, rather, it is clarifying the current process. However, committee members expressed concern that faculty members' current flexibility in seeking waivers for short term academic positions such as post docs, project scientists, and junior specialist may be adversely affected.

Waivers for these positions are necessary for faculty members who need to hire research staff at the start of a grant period and cannot wait until the grant funds arrive at UCM to begin searching for candidates. This problem could be mitigated by allowing searches for short-term research positions to begin before funding is officially in place, i.e. without the currently required valid FAU.

ACTION: A draft memo to the Senate Chair on the guiding principles for search waivers – as well as CAPRA's concern about waivers for short term academic positions – will be circulated to the committee for review.

IV. Consultation with the Provost/EVC and Vice Provost for the Faculty

At the January 20 meeting, Provost/EVC Peterson requested that CAPRA members review its process and criteria for the evaluation of foundational FTE requests and finalize it in time for this meeting. At the February 3 meeting, CAPRA members agreed that its current process requires no revisions.

At today's meeting, the Provost/EVC stated that he has no revisions to the document.

ACTION: CAPRA will email the process and criteria document to the Provost/EVC with a request that he issue it to the deans before the end of February. In the document, CAPRA will request that deans send their foundational FTE rankings to the committee by April 8. CAPRA will then provide its recommendations to the Provost/EVC before the end of spring semester.

Pursuant to the discussion at the January 20 meeting, VPF Camfield attended today's CAPRA meeting to provide clarification on the levels (open rank or assistant/senior) of cluster hire searches. VPF Camfield stated that cluster hires provide flexibility and ensure that we are not biasing the pool or violating the best practices of faculty hiring by advertising for one rank but hiring an individual of another rank. With a cluster hire, a cluster could conceivably hire three assistant professors and one senior professor from one pool. All of the SAFI pillars have this option and the Provost/EVC stated that he will communicate this to them.

The VPF also announced that the CSDA pillar's search committee has been formulated and that he will be in contact with them.

At the January 20 meeting, the Provost/EVC announced that he and the deans are drafting a document about the transition to a new school academic structure. At today's meeting, the Provost/EVC related that the document is still being drafted and after it has been shared with the Chancellor, it will be distributed to the faculty. The Provost/EVC stated that the conversation about restructuring is being driven by the fact that the current structure is not providing adequate support to faculty members. The goal is to ensure that if the school academic structure does change, that it solves the problems that faculty members have raised with the current state of affairs. (One major problem is that individual faculty members hold more than one administrative position and this causes undue burden.) Part of the restructuring conversation

includes workforce planning which all administrative units are completing.

CAPRA members then held a lengthy discussion with the Provost/EVC and VPF on various issues facing faculty members. Chief among them is the problem of faculty members not being allowed to participate in the negotiation with faculty candidates. Negotiations about start up packages and salaries are held only between the school dean and the candidate despite the fact that the faculty members in the unit – including the AP chair – are in a better position to negotiate, as they are more knowledgeable about salary norms in a given discipline. Faculty members also have an extensive network in the discipline’s professional community which they can consult. CAPRA members argued that AP chairs should be allowed to be part of the negotiation process: deans should include AP chairs on all relevant correspondence with the candidates and the deans should meet with the AP chairs to discuss the various components of a pending offer. In order to not lose strong faculty candidates, AP chairs should be granted similar authority given to department chairs in this regard. The Provost/EVC replied that he will take CAPRA’s input under advisement.

There being no further business, the meeting was adjourned at 4:30 pm.

Attest:

Mukesh Singhal, CAPRA Chair