

**COMMITTEE ON ACADEMIC PLANNING & RESOURCE ALLOCATION (CAPRA)**

Thursday, September 20, 2018

3:00 – 4:30 pm

KL 360

Documents available at: UCM Box [“CAPRA AY 18-19”](#)

- I. Consultation with Interim Provost/EVC and Senate Chair (3:00 – 3:30 pm)
  - A. Continued discussion of CAPRA’s priorities for AY 18-19
  - B. Status update on the “follow-up memo” referred to in the former [Provost’s 2018 FTE release statement](#)
  
- II. Consultation with Executive Director of Financial & Budget Management Romi Kaur and Senate Chair Kurt Schnier (3:30 – 4:00)
  - A. Academic budget planning process
  - B. [Questions from CAPRA members](#) (distributed to Director Kaur prior to this meeting)
  
- III. Chair’s Report – *Jessica Trounstone*
  - A. [Division Council meeting](#) September 11
  - B. [PROC meeting](#) September 12
  
- IV. Senate Vice Chair’s Report – *Anne Kelley*
  - A. TBD
  
- V. Consent Calendar  
**Action:** approval of September 6, 2018 [draft minutes](#)
  
- VI. Campus Review Items
  - A. [University Extension’s proposal](#) for non-degree certificate in child development and care

**Members are asked to review the lead reviewer’s comments [here](#).**

**Action:** CAPRA to discuss the lead reviewer’s comments and formulate a response to the Senate Chair. CAPRA’s memo is due to the Senate Chair by 5:00 pm on Thursday, September 20.

- B. [Proposed Revisions to UCM Bylaw II.IV.4.A](#) – LASC membership  
The proposed revisions increase the faculty membership of LASC to seven from four, through the addition of three at-large members, no more than one from each school. Currently, the LASC faculty membership is comprised exclusively of one representative each from CAPRA, COR, UGC, and GC.

**Action:** CAPRA to decide whether to opine. If opining, a lead reviewer will be assigned. CAPRA will discuss the lead reviewer's comments at the October 4 committee meeting. CAPRA's memo is due to the Senate Chair by 5:00 pm on Tuesday, October 16.

**VII.** Research Computing Space

At the September 6 meeting, CAPRA members discussed the August 27, 2018 [letter](#) submitted to CAPRA and the administration by a group of faculty regarding the use of an unused server room in SSM. CAPRA members agreed that the committee should follow up with AVC for IT Ann Kovalchick to inquire about a status update on the utilization of this space. A [memo](#) has been drafted for committee members to review.

**Action:** CAPRA members to review and approve the draft memo to AVC Kovalchick. Analyst will transmit the final version.

**VIII.** Informational Item

A. [Charge](#) for the AY 18-19 Academic Planning Work Group.

**IX.** Other Business