

Committee on Academic Planning and Resource Allocation (CAPRA)
Minutes of Meeting
January 11, 2018

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 2:00 pm on January 11, 2018 in Room 238 of the Student Services Building, Chair Mukesh Singhal presiding.

I. Consultation with Interim VC for Planning and Budget Veronica Mendez
VC Mendez

Interim VC Mendez presented the following announcements and updates to CAPRA members:

- The Governor's proposed state budget was recently released and includes a 3% increase in state support for the UC (and the CSU) system instead of 4% as was originally anticipated by the UC system. However, there is a chance that the Legislature could include a provision for an additional increase in the budget for the UC, but the UC would have to make a strong case for it. A tuition increase is still a remote possibility and if it occurs, we will work to mitigate the impact on students. A CAPRA member asked whether UCM will have to make up the 1% difference. Interim VC Mendez responded that UCM is still operating under an MOU with UCOP, so the campus has a measure of protection until the expiration of the MOU in 2020.
- Interim VC Mendez met with several faculty groups in fall 2017 and helped them understand their budgets this fiscal year. Many faculty understandably have questions about next year's budget, so the Budget Office is currently working on forecasting. The Budget Office will have a second quarter review with all units/departments and expects to submit a report to CAPRA, the Chancellor, and the Chancellor's Cabinet in March that shows where the campus stands now and forecasting for next year. In response to a CAPRA member who asked, on behalf of faculty colleagues in her school, for assistance interpreting expenditures, Interim VC Mendez responded that Budget Office staff are available to assist.
- The campus will be in a deficit this year but we will not know the exact amount until the aforementioned March report is completed. Interim VC

Mendez emphasized that while there is no mandate for units/departments to cut spending, she has noticed that several have slowed their expenditures.

- A CAPRA member pointed out that in order for tuition revenue to pay the mortgage on the new buildings under the 2020 project, the campus would have to enroll several thousand more students than the projected 10,000 and the campus cannot support that many. Another CAPRA member stated that there is “buffer space” to allow for about 12,000 students but that doesn’t account for the necessary increase in faculty and instructors. Interim VC Mendez acknowledged the mismatch but pointed out that there are some financial savings under the workforce planning exercise that better aligned staff numbers to workforce needs.
- Budget Working Group, of which Interim VC Mendez is co-chair, continues to work on an instructional budget model and associated policies. The instructional budget proposal was completed with the School of Engineering and input from the school’s dean, and the Working Group wants to see the impact on the overall campus budget. The proposed instructional budget model will be issued for campus review. An instructional budget needs predictability and flexibility and its components need to be consistent across the Schools. The Budget Working Group continues to work on a carry forward policy that proposes a \$9,000 cap on faculty incidentals, and will address a timeline for faculty start-up funds. The Working Group has not yet addressed a course buyout policy.

CAPRA members stated that faculty support for all of these various policies and initiatives will increase once department chairs begin receiving resources and authority as befitting their new role. Department chairs must be empowered to make decisions previously made at the decanal level.

II. Campus Working Group Updates

- A. Academic Planning Working Group. CAPRA member Colvin, a member of this working group, announced that there have been no meetings since before winter break. All proposals from units are posted on the Provost’s website and are available for all to review. A few CAPRA members were concerned about the lack of updates from the Working Group, given that February 15 is the deadline for academic plan submissions and discussed contacting the co-chairs for a status update. CAPRA also discussed the need for additional information on historical FTE allocation in order to inform its upcoming review of FTE requests.

- B. Budget Working Group. CAPRA member Schnier, co-chair of this working group, had nothing to add to the aforementioned discussion with Interim VC Mendez.

ACTION: CAPRA to email the APWG co-chairs (Senate Chair Amussen and Provost/EVC Peterson) for an update on the Working Group's efforts. CAPRA analyst to request on CAPRA's behalf the percentage of Senate faculty hires over the past 10 years that were spousal hires.

III. Provost's AY 18-19 FTE Request Memo to Deans

CAPRA members briefly discussed the Provost's memo to the deans, which incorporated two of CAPRA's three suggested revisions. CAPRA members inquired about the Provost's decision on the allocation of two FTE lines in the School of Natural Sciences, on which the Provost asked for CAPRA's guidance in fall 2017.

ACTION: CAPRA analyst will determine which bylaw units the two FTE lines were allocated in the School of Natural Sciences.

IV. Consent Calendar

ACTION: the December 14 meeting minutes were approved as presented.

V. Campus Review Item

- A. Proposed revisions to Section Part II, Section 4 of the Division Regulations addressing Honors. The proposed revisions establish standards for awarding High and Highest Honors in the major. These revisions are requested by Divisional Council, following its April 24, 2017 endorsement of UGC's approval of *The Proposal for an English Honors Program*. At that time, Divisional Council noted that the Honors Program can be established, and students enrolled to graduate with honors, but that the program's desire to award High Honors and Highest Honors requires revisions to the Division's Regulations.

ACTION: A CAPRA member volunteered to take the lead in reviewing this item and recommending comments. A memo will be sent to the Senate Chair by the deadline of February 13.

VI. Systemwide Review Items

- A. Proposed Presidential Policy on Open Access for Theses and Dissertations. Under such a policy, the UC would obtain a limited license to permit electronic theses or dissertations authored by UC graduate students to be available in an open access repository.

ACTION: A CAPRA member volunteered to take the lead in reviewing this item and recommending comments. A memo will be sent to the Senate Chair by the deadline of January 30.

- B. Second systemwide review of the proposed, revised APM sections: 285, 210-3, 133, 740, 135 and 235 pertaining to the re-designation of the L(P)SOE series.

ACTION: A CAPRA member volunteered to take the lead in reviewing this item and recommending comments. A memo will be sent to the Senate Chair by the deadline of January 30.

There being no further business, the meeting adjourned at 3:30 pm.

Attest: Mukesh Singhal, CAPRA Chair