

**Committee on Academic Planning and Resource Allocation (CAPRA)**  
**Minutes of Meeting**  
**October 11, 2022**

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 11:00 am on October 11, 2022 in room 344 of the Administration building and via Zoom. Chair Kevin Mitchell presiding.

I. Chair's Report – *Chair Mitchell*

A. Divisional Council meeting October 4

The major discussion items were:

- The need to increase enrollment.
- The need for departments to be provided with resources to cover faculty leaves, course releases, and situations where faculty temporarily take on administrative roles. Divisional Council at-large member Jessica Trounstone is discussing these issues with department chairs and will draft a memo to Divisional Council.
- EVC/Provost Camfield clarified that UC Merced will directly receive \$18 million that is carved out of the total \$150 million for climate funding opportunities. The remainder of the funding will be available to all UC campuses through a funding competition for which UC Merced is eligible. At the present time, there are no details for how UC Merced will allocate the \$18 million but it is hoped that there will be Senate input. Chair Mitchell informed CAPRA members that VCR Wilson will attend the October 25 CAPRA meeting, and this will be a discussion topic.

II. October 5 PROC Meeting – *Carolyn Jennings*

CAPRA member Carolyn Jennings provided updates from the October 5 PROC meeting:

- Discussion about the CIS self-study
- Discussion of the criteria by which individuals are selected to serve on program review teams and the importance of diversity in terms of the individuals' work.
- PROC asked each member to suggest two priorities for the committee for this academic year.
- CAPRA member Jennings mentioned that PROC would benefit from having access to institutional data so that it can more efficiently review various elements in programs' self-studies, for example teaching loads.

III. Consent Calendar

- A. Today's agenda
- B. Draft September 27 meeting minutes
- C. Draft department chair survey and draft memo to School Deans

**Action:** Today's agenda and the draft September 27 meeting minutes were approved as presented. The committee analyst will distribute the draft survey questions and the draft memo to the School deans to CAPRA members for approval over email.

IV. Campus Review Items

A. Policy on the Establishment and Review of Centers

Linked on today's agenda were the policy, all background documents, the timeline, and the lead reviewer's comments. CAPRA members discussed the lead reviewer's comments and agreed with them with minor edits.

**Action:** The lead reviewer will send the committee analyst their revised review. The committee analyst will distribute the revised comments to the committee for approval over email. CAPRA's comments are due to the Senate Chair by Friday, October 21.

B. Proposal to Create a Philosophy Department

The lead reviewer was unable to submit their comments in time for today's meeting.

**Action:** The lead reviewer will send the committee analyst their review. The committee analyst will distribute the comments to the committee for approval over email. CAPRA's comments are due to the Senate Chair by Friday, October 21.

V. Consultation with EVC/Provost Camfield

Prior to this meeting, CAPRA submitted a list of discussion topics to the EVC/Provost.

EVC/Provost Camfield began by informing CAPRA members that he has spoken with the Senate Chair about the need to reexamine the campus policy on establishing new Schools. He suggested that the Senate should send him a proposal on whether they would like to form a working group and include the names of potential members of the working group. CAPRA members agreed that a potential working group should have CAPRA representation.

**Action:** CAPRA Chair Mitchell will convey the EVC/Provost's request to the Senate Chair and Divisional Council.

EVC/Provost Camfield stated that CAPRA previously asked him about historical data regarding faculty FTE. He informed CAPRA that UC Path "broke" a lot of the data sets. He has tasked a staff member in his office with working with APO to rebuild the entire data set to ensure that information is captured from the legacy system and a new system. He will speak with CAPRA about historical faculty FTE lines after the data in the legacy system and new system have been reconciled. This should take approximately two weeks.

CAPRA Chair Mitchell asked when the EVC/Provost anticipates having new faculty FTE lines given the campus enrollment target of 15,000 students. EVC/Provost Camfield responded that he is speaking with the Chancellor and Interim VC/CFO Schnier about this topic. The campus will have to undergo a budget call process to ensure there is enough funding. The EVC/Provost will once again ask CAPRA to weigh in on the amount of funding each School should receive. Faculty FTE lines will be a separate process and CAPRA will not be asked to opine on the allocation of those lines. This is consistent with CAPRA's practice the past few years where the committee has taken an institutional view during the academic planning process rather than making recommendations on individual faculty FTE lines. EVC/Provost Camfield emphasized that he will not sweep vacated faculty FTE lines and those will be at the discretion of the School deans. He is currently looking at who generates the student credit hours – Senate faculty (including Teaching Professors)? Unit 18 lecturers? He is trying to create various models so that the Schools can look at all options and make informed decisions. Undergraduate student enrollment, graduate student enrollment, and external grants all have to be taken into account and EVC/Provost Camfield will analyze the intersection of these data sets. He added that he wants to give CAPRA all the data sets and ask the committee for advice on whether the data sets align with the campus strategic plan.

With regard to a previously-submitted question about food quality, EVC/Provost Camfield recommended contacting VC for Student Affairs, Charles Nies. Interim VC/CFO Schnier added that the campus is working on a food inventory management system which will also allow for better meal planning.

With regard to the Boldly Forward Campaign, EVC/Provost Camfield reported that External Relations is creating one-page "pitch sheets" for various types of fundraising efforts. These reports were created by the staff reviewing the academic and strategic plans. External Relations may be asking Schools for clarification on these pitch sheets. Gifts to the campus are narrowly focused in terms of how the donors want the money to be spent. However, if the campus ever receives a general use endowment, the EVC/Provost would ask CAPRA for advice on allocating the funding to make the most impact. The \$20 million campus gift from the philanthropist MacKenzie Scott was quite significant and resulted in positive national press.

#### VI. Consultation with Interim VC/CFO Schnier

Prior to this meeting, CAPRA submitted a list of questions to Interim VC/CFO Schnier. Those questions were listed on today's agenda.

Interim VC/CFO Schnier presented a series of slides with details on campus revenues/expenditures and campus auxiliary revenues/expenditures. Revenues include state support, gross tuition, summer tuition revenue, NRST supplemental tuition, and fees (student service fees, application fees, and others). Other revenue sources include indirect cost return, health services, investment income, campus-based fees, and other miscellaneous income. Expenditures include academic and staff

salaries, temporary academic salaries, and benefits. Non-salary related expenditures include faculty start up, financial aid, utilities, building operations and maintenance, and the campus portion of the Project 2020 operations and maintenance.

**Action:** Interim VC/CFO Schnier will return to CAPRA to present numbers on campus endowments/gifts and to discuss the fiscal year 2024 budget call process and timeline. He will share with CAPRA the slides he presented today and will share the remaining slides after his next CAPRA consultation.

There being no further business, the meeting was adjourned at 12:30 pm.

Attest: Kevin Mitchell, CAPRA chair