

Committee on Academic Planning and Resource Allocation (CAPRA)
Minutes of Meeting
October 18, 2018

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 3:00 pm on October 18, 2018 in Room 360 of the Kolligian Library, Chair Jessica Trounstone presiding.

I. Consultation with Interim Provost/EVC

CAPRA and the Interim Provost/EVC continued their conversation from previous meetings, regarding the various academic planning activities on campus, how to integrate them, and how and where CAPRA can best engage. The Interim Provost/EVC Camfield announced that in his conversation with the Deans Council, the Council members identified integrated planning as their main priority. The Interim Provost/EVC then distributed to CAPRA members hard copies of a document he drafted just before this meeting outlining the various campus planning areas along with “drivers”. He reiterated the need for an integrated campus planning process. For example, he inquired why the campus conducts faculty hiring on a one-year timeline which disadvantages disciplines that begin recruitment early. He also suggested that the campus do budget projections for two years instead of one, and just make adjustments as needed. He stated that the campus needs to draft strong and clear policies around these planning processes so that they are not dependent on the various personalities of those in positions of authority. The policies should also specify when planning decisions and how. CAPRA members agreed with the Interim Provost/EVC, and emphasized the need for trustworthiness in all of these campus processes. Some faculty have been – and still are – reluctant to engage in planning efforts due to various broken promises in the past.

CAPRA members reviewed the Interim Provost/EVC’s draft list of campus planning areas and pointed out the following potential items to add: ORUs, non-faculty research positions, sponsored projects, natural reserves, vivarium, campus emergency preparedness plan, making faculty research space useable (this could go under the main header of Capital), parking, and a notation as to whether each planning area on the list falls under the purview of the Provost/EVC or the departments. Since CAPRA members received this list only today, the Interim Provost/EVC requested that the members continue their review and suggest to him additional areas for discussion at the next CAPRA meeting. He also asked CAPRA to think about drivers, constraints, timelines, processes and procedures, and where CAPRA wants to be involved.

CAPRA members then inquired about the role of the AY 18-19 Academic Planning Work Group. They suggested that the Interim Provost/EVC’s draft list may inform their recommendations on how CAPRA should engage in the academic planning process. The Interim Provost/EVC stated that he will meet with the Senate Chair regarding the Academic Planning Work Group.

Action: CAPRA members will continue the discussion of 1) the list of planning areas and 2) CAPRA's role in academic planning with the Interim Provost/EVC at the next CAPRA meeting.

The Interim Provost/EVC stated that no campus conversation has yet been conducted on how we will balance our desire to serve undergraduate students, building graduate programs, and research portfolio on our way to achieving R1 status. He asserted that he does not want to make faculty FTE allocation decisions based solely on undergraduate teaching. He also wants to analyze the advantages and disadvantages of hiring unit 18 lecturers or L(P)SOEs. The CAPRA chair pointed out that hiring a unit 18 lecturer versus an L(P)SOE is an important matter, but is different from the discussion over whether either of those lines should be filled by a ladder-rank faculty members. Both conversations must be conducted.

II. FTE Allocation

CAPRA members continued their conversation from the last meeting about what percentage of faculty FTE lines the Interim Provost/EVC should hold in reserve for spousal hires, target of opportunity hires, and target of excellence hires. Since the last meeting, the CAPRA chair has been conducting data analysis on faculty credit hours.

While reviewing the CAPRA chair's new data, committee members held a discussion on how to advise the Interim Provost/EVC. A CAPRA member reiterated the point made in a previous meeting that the Interim Provost/EVC should identify an individual or unit on campus that would be tasked with finding non-faculty positions for candidates' spouses. Without such job placement assistance, recruitment of dual-career couples is very difficult. Another CAPRA members inquired whether the committee should also recommend to the Interim Provost/EVC that he develop criteria around the allocation of these special FTE lines.

After a brief discussion, CAPRA members agreed to recommend to the Interim Provost/EVC that he hold 20% of the next 100 faculty FTE lines in reserve for the purposes of: target of excellence hires, target of opportunity hires (to encourage diversity), and spousal hires. Members also agreed that the committee's recommendation should include a strong suggestion that the Interim Provost/EVC establishment a job placement program for faculty spouses, and, that he develop a transparent procedure for the allocation of these faculty FTE lines.

It was noted that two members are absent today, and their input is needed before a memo is transmitted to the Interim Provost/EVC.

Action: CAPRA chair to draft a recommendation memo for the committee's review at the next meeting.

III. Chair's Report

Chair Trounstine updated CAPRA members on the October 9 Division Council meeting. Major topics of discussion included a consultation with Director of Space Planning & Analysis Maggie Saunders on the 2020 Space Plan and Back Fill Planning plan, FWAF's memo on parking policies, and endorsement of University Extension's proposal to establish a non-degree program in child development and care.

The CAPRA chair previously suggested that Extension staff be invited to a future CAPRA meeting to provide a brief overview for those members unfamiliar with Extension's functions and processes. The committee analyst confirmed that the Extension staff have been invited to the December 13 CAPRA meeting.

IV. Research Computing Space

CAPRA was copied on a memo in August from a group of faculty written to the administration about an apparently unused server room in SSM that could be redesignated for research computing use. Subsequent email conversations among the parties involved revealed that IT may have ownership of the room. AVC/CIO of IT Ann Kovalchick is working with the Director of Cyberinfrastructure & Research Computing on the next steps, which includes working with stakeholders on drafting a budget. After at budget is drafted, Kovalchick and the Director of Cyberinfrastructure & Research Computing will be invited to a CAPRA meeting to provide an update.

V. Systemwide Review Items

- Proposed Revisions to Presidential Policy BFB-BUS-46 (Use of Vehicles and Driver Selection policy).
Action: the Senate Chair will be informed that CAPRA declines to opine.
- Proposed Presidential Policy BFB-RMP-7 Protection of Administrative Records Containing Personally Identifiable Information
Action: the Senate Chair will be informed that CAPRA declines to opine.
- Revised Presidential Policy on Sexual Violence and Sexual Harassment
Action: a lead reviewer among the CAPRA membership was identified his/her comments will be discussed at the next committee meeting.

VI. Consent Calendar

Action: the October 4 draft meeting minutes were approved as presented.

There being no further business, the meeting adjourned at 4:30 pm.
Attest: Jessica Trounstine, CAPRA chair