

Committee on Academic Planning and Resource Allocation (CAPRA)
Minutes of Meeting
October 19, 2017

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 1:30 pm on October 19, 2017 in Room KL 362 of the Kolligian Library, Chair Mukesh Singhal presiding.

I. Chair's Report

Chair Singhal updated CAPRA members on the following:

- Division Council meeting October 9. The major items of discussion were the MIST PDST proposal, Sustainability Strategic Plan, and COR's response to the cattle grazing issue on the vernal pool and grasslands area.
- Academic Governance Cabinet meeting October 16. The meeting included a summary of the three main campus working groups: Academic Planning, School Reorganization, and Budget. Cabinet members also discussed the 1,500 additional students that must be enrolled across the three campuses, but as of yet, there is no funding to ameliorate the strain on campus resources. Additional discussion items included a presentation on cybersecurity from CIO of IT Ann Kovalchick, a budget presentation, a discussion about UCM undergraduate student enrollment next year (predicted to be flat), and the results of the space survey sent to faculty members by Director of Space Planning & Analysis Maggie Saunders.
- Meeting with the external review team of the office of the Vice Chancellor for Student Affairs on October 17. Participants in this meeting discussed the performance of the Student Affairs unit.

II. Campus Working Group Updates

CAPRA members Colvin and Schnier, who are members of the Academic Planning and Budget Working Groups respectively, provided the following updates:

- Academic Planning. The Working Group's goal is to create a framework for strategic planning that will likely result in a modified request for proposals for FTEs to the schools, as sent by CAPRA and the Provost/EVC. Some members of the working group are advocating for student growth as a criterion of FTE requests, specifically, projections of

the number of majors and service courses. Professor Colvin shared that there was some pushback following the working group's request for data from the undergraduate and graduate group chairs – some faculty members issued a memo to the working group stating, among other things, that AP chairs should be involved in the request. The working group co-chairs – the Provost/EVC and the Senate Chair – responded by hosting two open forums to help clarify the concerns and confusion. After the open forums, the working group will likely distribute a revised request for data collection. Professor Colvin clarified that the original request was not asking for an academic plan, rather, just for the quantitative features of units' courses/majors/teaching. Simply capping majors is not the optimal solution and the campus will not enroll 9,000 students by 2020 using this method.

- Budget. This working group has agreed to address three areas in the following order of priority: instructional budget, development of campus budget policy, and revenue-generating programs. The foundation of the instructional budget is faculty instructional workload; this workload includes not only classroom teaching, but advising students. Sabbaticals and other faculty leaves should be accounted for in an instructional budget so that funding is available for unit 18 lecturers to cover courses, and faculty members can plan accordingly.

III. Revision of CAPRA's Annual Criteria for the Evaluation of FTE Requests

Prior to this meeting, CAPRA members suggested various revisions to the criteria for the evaluation of FTE requests which is transmitted each year by the Provost/EVC to the deans and ultimately forwarded to the units and executive committees. Committee members mentioned that CAPRA's criteria may be informed by developments on the Academic Planning Working Group and a revision to the criteria at this point may be too early. The committee decided to postpone making specific revisions to the criteria at this time, but agreed to construct an earlier timeline for the FTE request process in an effort to accommodate those disciplines that post job advertisements in late summer. The committee suggested the following timeline for AY 18-19 faculty hiring:

- Monday, December 4, 2017 – Provost issues CAPRA's criteria for the evaluation of FTE requests to deans and faculty

- Wednesday, December 20, 2017 – deadline for Bylaw 55 units, graduate groups, or recognized campus or multi campus research institutes deans to forward FTE call requests to school Executive Committees
- Friday, January 26, 2018 – deadline for Executive Committees to submit FTE rankings to deans
- Friday, February 2, 2018 – deadline for deans to submit FTE rankings to CAPRA

ACTION: CAPRA to submit the suggested, revised timeline to the Provost/EVC by next week. Committee member Colvin will keep both CAPRA and the Academic Planning Working Group updated on each other's suggestions with regard to the AY 18-19 request of FTE proposals.

IV. Consent Calendar

ACTION: the October 5 meeting minutes were approved as presented.

V. Consultation with Director of Sustainability

Prior to this meeting, CAPRA opined on the campus Sustainability Strategic Report that was issued by the Senate Chair for Senate review. While CAPRA supported the various sustainability endeavors outlined in the plan, the committee was concerned about the lack of resources for implementing the goals. They invited Director McCormick to today's meeting to engage in a discussion about resources.

Director McCormick distributed a hard copy of the Sustainability Strategic Plan's resource needs, which included a request for funding for: buy-in and collaboration from stakeholders (financial incentive to engage faculty in a workshop), financial support for various sustainability initiatives, and funding for various certifications and memberships. Director McCormick also shared the sustainability-related items for which funding has already been secured, or in the process of securing, including the Bobcat Eats Food Literacy Program, the EcoRep Program, and Savings by Design – Green Revolving Fund.

CAPRA members encouraged Director McCormick to consider the following points as she seeks to obtain funding: initial costs for implementing these initiatives, any trade offs, resource needs, her ideal budget, and the required campus investment.

VI. Campus Review Item

- Proposed revision to Division bylaws to establish a Reserve CAP. CAPRA members supported the revision.

ACTION: CAPRA's endorsement will be transmitted to the Senate Chair.

VII. Systemwide Review Items

- Taskforce Report on the Negotiated Salary Trial Program. CAPRA members supported the recommendation of the taskforce to extend the trial for four more years.

ACTION: CAPRA's endorsement will be transmitted to the Senate Chair.

- Proposed Revisions to Senate Regulation 424.A.3. pertaining to the area "d" laboratory science requirement. CAPRA members elected to decline to comment.

ACTION: The Senate Chair will be informed that CAPRA has no comments.

There being no further business, the meeting was adjourned at 3:00 pm.

Attest:

Mukesh Singhal, CAPRA Chair