

Committee on Academic Planning and Resource Allocation (CAPRA)
Minutes of Meeting
October 4, 2018

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 3:00 pm on October 4, 2018 in Room 360 of the Kolligian Library, Chair Jessica Trounstine presiding.

I. Consultation with Interim Provost/EVC

Prior to this meeting, the interim Provost/EVC's office sent to CAPRA a collection of data originally requested by the committee last year. The data consists of 1) a master list of all filled and unfilled faculty FTE lines up to AY 18-19, 2) a list of UC Merced faculty who were recruited through the Presidential Postdoctoral Fellowship Program, 3) new faculty recruitments for AY 18-19, and 4) a list of spousal hires. CAPRA noted that the spousal hire data is incorrect, as it appears to be simply a compilation of faculty spouses rather than an identification of which FTE lines were spousal hires.

In advance of this meeting, the CAPRA chair conducted an analysis of the data. The data revealed that faculty FTE lines used for purposes outside the normal recruitment process (spousal hires and target of opportunity hires) comprise approximately 20% of current FTE lines. There has been a clear increase in the use of these types of lines over time. CAPRA must now consider what percentage of the next 100 faculty FTE lines should be used for these types of waiver recruitments so they can advise the interim Provost/EVC. The CAPRA chair also projected FTE allocation to fall 2019, then pulled historical data on majors from IRDS and linked the data to majors. Finally, the data also presents student to faculty ratio for each major over time.

A CAPRA member inquired how many of these specially allocated lines included target of excellence hires as opposed to spousal hires or target of opportunity hires. The data do not reveal the answer, but the suspected number is zero.

The Interim Provost/EVC reiterated the question that was asked in previous meetings: what types of campus planning should CAPRA be engaged in and by what timeline? He stated that he is compiling a list of current planning initiatives as well as a corresponding calendar.

Action: the interim Provost/EVC will share his list of planning initiatives and timeline with CAPRA at the next meeting. He will also submit corrected spousal recruitment data.

The interim Provost/EVC left the meeting early due to a schedule overlap. CAPRA members briefly continued their discussion of the CAPRA chair's data analysis. A member pointed out that while student to faculty ratios in the classroom is an important metric, the number of

student credit hours would also be important to know. A CAPRA member inquired about vacated FTE lines and it was pointed out that the FTE analysis allocates FTEs to units when they are first allocated.

Action: the CAPRA chair will add student credit hours to the graph on her analysis and resend to CAPRA members.

II. Consultation with Director of Space Planning & Analysis

Director Saunders attended today's meeting to clarify questions about the recently distributed campus allocation plan for new (2020) and backfill space. She reminded members that any comments on the plan should be submitted directly to her via her email address by October 17.

The CAPRA chair asked what types of comments on the allocation plan would be helpful for her to receive and/or feasible to solve. Director Saunders reiterated that it is an allocation plan and not an assignment plan, that is to say, the plan indicates types and size of space to be allocated but does not include specific assignments of individuals or units to those spaces. She went on to suggest that if faculty members are concerned that their research groups are spread across more than one building, she would like to receive those comments and try to rectify the issue. She also pointed out that allocations in the plan are not definite, as the current academic planning efforts may yet adjust the allocation.

A CAPRA member asked whether the committee can see all space proposals that were submitted last year, and Director Saunders replied that they are all posted for public viewing on the space planning and analysis website.

Director Saunders announced that she and members of campus leadership are drafting a set of space standards that will be distributed to the Senate for review.

In response to a CAPRA member's question about funding for 2020 space, Director Saunders confirmed that the campus does have funding in the 2020 project. She is currently working with the Chancellor to locate funds for backfill projects. The 17 backfill projects are being carefully timed and will be implemented in phases. The backfill projects are connected to faculty recruitment. For example, immediately following the move of faculty into building 2A, Director Saunders will have to backfill SE1, SE2, and COB 1 third floor so that the campus can continue with faculty recruitment. She will consult with individual faculty members and faculty groups regarding space and equipment needs during the backfilling process. The first set of meetings with faculty who are confirmed to move have already been scheduled, and Director Saunders has begun scheduling meetings with faculty whose laboratories are moving into building 3A (e.g. infectious disease research faculty).

A CAPRA member cautioned that the backfill process may not occur in a timely manner. Some faculty members may be unable to move according to the prescribed timeline if their new space or equipment is not ready. Director Saunders acknowledged this and assured CAPRA that faculty will not be made to move until their laboratory space is correct. She estimates that the backfill projects will be completed by 2021.

A CAPRA member asked about the future use of Castle, and Director Saunders responded that the campus will keep the Castle facility.

A CAPRA member inquired whether the backfill plans would be made public. Director Saunders replied that she has to first build a pricing model then develop funding. Once the space allocation plan is approved by the Chancellor and interim Provost/EVC, she will publish the schedule for the backfill projects. She estimates this will occur in mid-December 2018.

Director Saunders requested CAPRA's assistance in encouraging faculty to email her their comments on the space allocation plan by the deadline of October 17. She thanked CAPRA for the standing consultations and looks forward to continue to work with the committee after the space allocation plan is approved.

III. FTE Allocation

CAPRA members continued their conversation about a reserve of faculty FTE lines the interim Provost/EVC can use for spousal hires, target of opportunity hires, and target of excellence hires. CAPRA members were unanimous that such a reserve should exist, but disagreed on the percentage. The CAPRA chair shared that the D&E and FWAf committees would like to partner with CAPRA on making a recommendation to the interim Provost/EVC on a percentage of faculty FTE lines to hold in reserve, but these two committees may recommend 25%. CAPRA members discussed whether the committee should develop procedures for the interim Provost/EVC recommending how such hires should be made. Committee members stated that concerns need to be communicated to the interim Provost/EVC with regard to the increased use of spousal hires. Given UC Merced's small number of faculty and lack of adequate resources, even one faculty FTE line is a precious resource. Some faculty are concerned that their departments' needs are not met when they are pressured to accept certain hires and are discouraged when they are unable to hire outstanding candidates who would enhance the research excellence of the department.

A CAPRA member stated that the campus needs to identify an office or an individual to find non-faculty/non-academic positions for faculty candidates' spouses. Locating such employment for candidates' spouses would help in the recruitment and retention of faculty.

CAPRA then held a brief discussion on recent meetings with their departments and members of the administration with regard to recruitment of senior faculty in STEM who would be expected to mentor untenured faculty and lead diversity-related campus initiatives. These types of potential hires relate to the ongoing discussion in CAPRA about the interim Provost/EVC reserving a certain percentage of faculty FTE lines for a variety of purposes, one of which is to help diversify the faculty.

Action: CAPRA will continue the discussion at the next meeting regarding the determination of a percentage of faculty FTE lines the interim Provost/EVC should reserve, and the possibility of drafting procedures to guide him in making these FTE allocations.

IV. CAPRA Representation on Campus Committees

The CAPRA representative on LASC is unable to attend the November 8 LASC meeting. Due to scheduling conflicts, none of the other CAPRA members are able to serve as an alternate.

Action: the LASC chair will be notified that CAPRA is unable to send an alternate to the November 8 LASC meeting.

V. Senate Vice Chair's Report

Senate Vice Chair Kelley updated CAPRA members on the October 3 PROC meeting. She shared that the external review committees for several programs that have been reviewed are recommending that UC Merced attempt to hire additional L(P)SOEs to teach courses and reduce the dependence on unit 18/non-Senate faculty in this area. This is relevant to CAPRA when the committee begins to revise its criteria for the evaluation of FTE requests.

VI. Chair's Report

Chair Trounstone updated CAPRA members on the October 2 UCPB meeting. Major items of discussion included: UCPB goals for this academic year, a presentation from the Budget Analysis & Planning unit regarding the declining funds per student, consultation with systemwide leadership regarding a proposal to increase faculty on scale salaries by 8.25% (but this amounts to an unfunded mandate as UCOP is not funding the increase), analyzing the role of the SAT in admissions, the restructuring of UCOP, the review of self-supporting graduate programs, and the consolidation of the three UC-Mexico entities into one single structure.

VII. Consent Calendar

Action: today's agenda, as well as the draft September 6 and September 20 meeting minutes were approved as presented.

VIII. Systemwide Review Item

- Proposed Presidential policy Principles of Accountability with respect to Financial Transactions.

The Policy is a codification of an existing UCOP financial policy that is currently posted on the Office of the Chief Financial Officer website.

A lead reviewer was identified.

Action: lead reviewer's comments will be discussed by the committee at the next CAPRA meeting. CAPRA's comments are due by 5:00 pm on Tuesday, November 20.

IX. Research Computing Memo

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 was drafted for committee members to review. CAPRA members approved the memo at today's meeting.

Action: the memo will be transmitted to AVC Kovalchick.

There being no further business, the meeting adjourned at 4:30 pm.

Attest: Jessica Trounstine, CAPRA chair