

**Committee on Academic Planning and Resource Allocation (CAPRA)**  
**Minutes of Meeting**  
**December 12, 2023**

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 1:00 pm on December 12, 2023 in the Administration Building room 245 and via Zoom. Chair Kevin Mitchell presiding.

- I. Executive Session – *Senate Vice Chair Hibbing*  
Voting members only. No minutes recorded.
- II. Chair’s Report – *Chair Mitchell*
  - A. Divisional Council meeting November 30
    - Divisional Council consulted with the Chancellor on various topics:
      - Conflict in the Middle East. UC President Drake allocated funding to campuses to provide neutral education on the Middle East issues.
      - The Chancellor has provided \$600,000 in funding to market new majors. Advertising is being done by various means, including billboards and social media. As of November 28, undergraduate applications for first-year, out of state, and international students were all up from last year.
      - UC Merced is joining the NCAA. Chair Mitchell wondered whether faculty have been provided the opportunity to weigh in on UC Merced’s membership in the NCAA.
    - Senate Chair LiWang’s report:
      - Evergreen consultants were supposed to be assisting school financial staff but this has been delayed. VC & CFO Schnier informed CAPRA members that the reason is that SNS and SSHA do not have staff in place so the Evergreen plan is in a holding pattern until these two schools have hired staff. The EVC/Provost’s office should be hiring temps to help SNS and SSHA so that staff can get the report templates out.
    - Divisional Council heard SSHA Dean Gilger’s presentation about his draft pre-proposal for the restructuring of SSHA.
  - B. University Committee on Planning & Budget meeting December 5  
One of the main topics of discussion was that some UC campuses have a method to backfill GSR pay as a result of the strike resolution, but none have done it successfully.
- III. Consent Calendar
  - A. Today’s agenda
  - B. Draft November 28 meeting minutes

**Action:** The Consent Calendar was approved as presented.

- IV. University Committee on Planning & Budget (UCPB) Best Practices Report – *Chair Mitchell*  
The report was linked on today's agenda.

The report was drafted by UCPB by gathering information from all UC campuses on the functions of their CAPRAs/Planning and Budget committees. CAPRA Chair Mitchell pointed out that UC Merced's CAPRA is more closely connected to the administration than the majority of other UC campus CAPRAs/Planning and Budget committees which speaks well of the success of shared governance at Merced.

CAPRA Chair Mitchell pointed out that UC Davis's planning and budget committee holds a planning and budget retreat. UC Merced holds a Senate-Administration Shared Governance retreat every year but CAPRA Chair Mitchell suggested holding a planning retreat as well. One area where UC Merced's CAPRA can improve is better onboarding of new members; however, this is a problem shared by other campuses, as no other UC campus CAPRA or planning and budget committee has a formal training plan for new members. CAPRA Chair Mitchell suggested that another area of improvement for UC Merced is efficacious distribution of information to campus constituents. While the Senate Office does distribute a weekly email digest of announcements and pending campus and systemwide review items, CAPRA Chair Mitchell suggested an additional but more targeted type of communication similar to what the former VPDUE used to distribute with a top 3 issues faculty should know about.

- V. Consultation with Interim EVC/Provost Zatz

- A. Discussion of data on Senate Faculty arrivals and departures for the last four years.

Prior to this meeting, CAPRA reviewed Interim EVC/Provost Zatz's spreadsheet list of all faculty each year, arrivals, departures, and aggregate).

Interim EVC/Provost Zatz stated that the campus has always hired faculty when it found excellent candidates regardless if their area was one of need for the campus. As a result, the campus has imbalances: we do not have enough faculty in areas that are hurting. The campus has more faculty than we have money for which the campus is covering with salary savings. She reminded CAPRA members that the Chancellor wants to hire another 100 faculty as we grow student enrollment. CAPRA Chair Mitchell asked about student to faculty ratio and VPAAS Spitzmueller answered that she will send him UCOP data on this issue.

Interim EVC/Provost Zatz informed CAPRA that per the data she provided, schools have lost several positions but gained numerous ones, too, so the complaint that the campus has lost a significant amount of faculty lines is not entirely accurate. CAPRA Chair Mitchell acknowledged this point but mentioned that there have been a couple of years where there were a lot of faculty losses, so it is important to be sensitive to faculty concerns especially

when some departments are hiring and others are not. Interim EVC/Provost Zatz wants to work with the deans on having a plan for faculty vacancy funding to go back to the school to allocate as they see fit.

**Action:** VPAAS Spitzmueller will send CAPRA Chair Mitchell UCOP's data on student to faculty ratios across the UC system.

- B. President's Postdoctoral Fellow (PPF) hires. Interim EVC/Provost Zatz asked for CAPRA's insights on philosophy/guidelines around a small number of these hires this year.

Interim EVC/Provost Zatz has approved two PPF hires this year. A good argument was made about the tremendous need they would fill in the respective departments as well as increasing diversity. Interim EVC/Provost Zatz reminded CAPRA members how PPF hires work: UC Merced receives \$85,000 each year for five years from UCOP to fund the PPFs (if the PPFs are in the humanities, there is a Mellon grant in addition to their start up) and after five years, the campus has to start paying the PPF's entire salaries. However, the campus has to balance the need for diversity with budgetary constraints. She asked for CAPRA to help her think about guidelines for the hiring of PPFs. A CAPRA member asked about requesting these positions through the campus budget call rather than hiring the PPFs off cycle but Interim EVC/Provost Zatz pointed out that if she were to wait to put these requested positions in the budget call, the PPFs would be hired elsewhere. CAPRA Chair Mitchell stated that to increase Senate oversight and engagement, the Senate (specifically CAPRA) should be part of the process early on.

- C. Update on Temporary Academic Staffing (TAS) review committees.  
Due to time constraints, this item was tabled.

#### VI. Consultation with SSHA Dean Jeff Gilger

Topic: Plans for school restructuring and staffing. The draft pre-proposal was shared with CAPRA prior to this meeting. SSHA Dean Gilger previously shared the pre-proposal with Divisional Council.

CAPRA Chair Mitchell acknowledged that the pre-proposal is a draft and that it has to undergo review and editing by faculty and staff in SSHA before it evolves into a formal proposal for campus review.

CAPRA Chair Mitchell asked SSHA Dean Gilger to address staffing and the restructuring of the SSHA Executive Committee. Dean Gilger stated that the Chancellor and Interim EVC/Provost Zatz both suggested edits to the pre-proposal and that the pre-proposal has been shared with the

SSHA Executive Committee chair. Dean Gilger suggested that he and future interim SSHA dean Bortfeld could incorporate those edits before re-distributing the draft to the SSHA Executive Committee chair. CAPRA members strongly encouraged Dean Gilger to work with the SSHA Executive Committee. Dean Gilger replied that he will send a communication to SSHA faculty to inform them that he will soon distribute the draft pre-proposal. He added that he sent the pre-proposal to Divisional Council and CAPRA per Interim EVC/Provost Zatz's request.

SSHA Dean Gilger stated that SSHA received 7 staff positions through the campus budget call. The school is restructuring and reclassifying other staff positions. Dean Gilger is waiting to hear from Interim EVC/Provost Zatz on additional staff positions. Searches will begin in early January and will be filled as soon as possible. New staff can be trained before the proposed divisions in SSHA are established; these staff can work with the departments in the interim period. He added that he meets with future interim SSHA dean Bortfeld about this.

CAPRA members reminded Dean Gilger that the committee has been strongly advocating for more department-level staff in all schools who work in the departments and submitted a report in a previous academic year to the schools and administration that was endorsed by Divisional Council. The report contained an analysis of the results of a survey of department chairs. Dean Gilger replied that the staff positions will be in the divisions; the problem is that there is not enough staff to support all departments so for now, the divisions will have to share staff across the departments. SSHA Dean Gilger informed CAPRA members that he has asked Interim EVC/Provost Zatz for funding for staff to support the numerous new majors that have been approved.

CAPRA members suggested that Dean Gilger propose department-level staff in the SSHA restructuring pre-proposal. Dean Gilger responded that he will work with future interim SSHA dean Bortfeld on this.

With regard to the part of the pre-proposal that references the restructuring of the SSHA Executive Committee, CAPRA Chair Mitchell pointed out that school Executive Committees are Senate committees so ultimately, the Senate has to approve a proposed restructuring. SSHA Dean Gilger acknowledged this point.

With regard to Gallo, SSHA Dean Gilger referenced the relevant section of the pre-proposal that mentions the three departments under the proposed division SS2. It is hoped that the divisional unification will provide a "proof of concept" where the three units can form synergies.

## VII. Systemwide Review Item

### A. Interim Report of the Academic Planning Council Workgroup on the Future of Doctoral Programs at the University of California

The report was linked on today's agenda. The APC Working Group is a joint administration/Senate working group that was appointed in the summer of 2023 to advise the University community on the future of graduate education. It is co-chaired by UCSB Senate Division Chair Susannah Scott and UCI Dean of Graduate Studies Gillian Hayes.

**Action:** The committee analyst will seek a lead reviewer via email. CAPRA will discuss the lead reviewer's comments via email. CAPRA's memo is due to the Senate Chair by Monday, January 22, 2024.

There being no further business, the meeting was adjourned at 2:30 pm.

Attest: Kevin Mitchell, CAPRA chair