

**Committee on Academic Planning and Resource Allocation  
(CAPRA)**

**Minutes of Meeting  
December 14, 2017**

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 1:30 pm on December 14, 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:

- University Committee on Planning and Budget (UCPB) meeting December 5. Major topics of discussion included the controversy surrounding the UCOP audit and the actions of the UC President; faculty salary scales; the implications of the proposed, federal tax legislation; self-supporting programs; enrollment planning, and increasing undergraduate enrollment across the system by 1,500 students.
- Division Council meeting December 11. Major topics of discussion included a memo on executive session; approval of the joint memo on diversity in faculty hiring from FWAF and D&E, and COR's recommendation to renew SNRI as an ORU. Chancellor Leland attended a portion of the meeting to answer questions from Division Council members on campus budget cuts and the status of the Provost/EVC's 5-year review.

II. PROC Update

CAPRA member Schnier updated CAPRA members on the December 5 meeting of the Periodic Review Oversight Committee (PROC). PROC members discussed best practices, the status of open reviews, and revisions to the graduate program review policy.

III. Campus Working Group Updates

- CAPRA member Schnier, a member of the Budget Working Group, updated CAPRA members on the working group's business. The working group met on December 4 and will be distributing a draft document on instructional

workload policy for unit 18 lecturers and TAs. The working group also continues to discuss teaching work loads for these instructors. The working group is also making progress on a carry-forward policy for faculty incidental funds. It is anticipated that, due to the nature of budget policy planning, the business of this working group may continue for the next 3-5 years.

- CAPRA member Colvin, a member of the Academic Planning Working Group, stated that there are no new updates but proposals from units are due to the Working Group tomorrow, December 15.

IV. Consent Calendar

**Action:** the November 30 meeting minutes were approved as presented.

V. Revised Incentive Plan for Revenue-Generating Master's Degree Programs

Prior to this meeting, CAPRA members reviewed their draft response to the revised incentive plan. Members noted that their concerns about resources for undergraduate programs was not addressed in the revised proposal. CAPRA also pointed out the need for appropriate numbers of faculty needed for such Master's programs and suggested that due to the various implications of these programs, that all proposals in the future should be reviewed by CAPRA, UGC, and GC.

**Action:** CAPRA's memo will be sent to the Senate Chair by the deadline of Thursday, December 21.

VI. Consultation with Provost/EVC

Shortly before the Provost's arrival, CAPRA members reviewed the timeline of the Academic Planning Working Group as presented at the November 28 Meeting of the Division: units submit their proposals to the Working Group by December 15, where they go for review by the School Executive Committees and deans, and then get submitted for CAPRA's review by February 15. CAPRA members pointed out that since units will know their faculty FTE needs by December 15, CAPRA's annual call for FTE requests could be distributed at the end of this semester.

When the Provost arrived, he informed CAPRA members that a number of units have requested an extension to the December 15 deadline for submitting their academic plans. The Provost reiterated that 30 space proposals have

been submitted in response to the call for collaborative space proposals. When CAPRA members suggested they could distribute the call for FTE requests by the end of the semester, the Provost suggested they proceed. The Provost stated that he plans to send a letter to all faculty and requested CAPRA's input on the draft.

**Action:** Provost/EVC to distribute the draft letter to CAPRA for review before he issues to all faculty.

CAPRA members then raised the concern over faculty teaching loads and suggested that CAPRA have a role in conversations on this topic. CAPRA members emphasized that UCM faculty teaching loads must adhere to the UC norm if the campus wants to reach R1 status. Going beyond the UC norm for teaching work loads would have a negative effect on recruiting faculty to UCM. CAPRA members then informed the Provost that the committee intends to collect data on teaching loads across the UCM campuses. The Provost stated that he supported this endeavor, and agreed that CAPRA should have a role in the campus discussions about faculty teaching work loads.

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

Attest: Mukesh Singhal, CAPRA Chair