

Committee on Academic Planning and Resource Allocation (CAPRA)
Minutes of Meeting
December 2, 2024

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 1:30 pm on December 2, 2024, in room 345 of the Ruiz-Administration Building. Chair Kara McCloskey presiding.

I. Consultation with EVC/Provost

A. Update on faculty FTE line study

EVC/Provost Dumont presented a tally of Senate Faculty FTE from 2019-2024 (she also presented these data at today's Divisional Council meeting). The tallies are based on UC Path payroll data, verified with AP personnel in the Schools. The data show that the faculty population has grown by 18% during this time. EVC/Provost Dumont acknowledged that these data are aggregated at the School level and that faculty's lived experience in their departments may be different. Faculty administrators less than or equal to 0.50 FTE are counted as 1 FTE, faculty administrators greater than 0.50 FTE are counted as 0, and individuals who were hired as administrators and returned to the faculty are also counted as 0. EVC/Provost Dumont stated that she will go back through these data to examine other items around it such as ACE funding, and she will work with the deans before sharing that analysis broadly.

A CAPRA member asked for the rationale for counting individuals who were hired as administrators and later returned to the faculty as 0. EVC/Provost Dumont responded that the strong feedback she received was to count them as 0 because they were not hired as faculty. The CAPRA member also asked for a similar table relating to student credit hours and EVC/Provost Dumont agreed to share this information. CAPRA Chair McCloskey recommended that the next step be to analyze which departments are under resourced. EVC/Provost Dumont agreed to share the underlying data set with CAPRA as well as the data on student credit hours. A CAPRA member pointed out that some individuals have fractional appointments and suggested that EVC/Provost Dumont count the fractions in the data. EVC/Provost Dumont agreed.

Action: EVC/Provost Dumont will share the underlying data set with CAPRA. She will continue this discussion at the next CAPRA meeting.

B. Update on CAPRA consultation with VCR Wilson on pre-award spending policy

CAPRA Chair McCloskey summarized the main points of CAPRA's consultation with VCR Wilson at the last CAPRA meeting. (See November 18 meeting minutes.)

EVC/Provost Dumont acknowledged that other UCs do have more funding for this purpose. She offered to work with VCR Wilson to make it easier for faculty to request funding for pre-award spending but reminded CAPRA that it is collateral against the risk of grant funds not materializing. A CAPRA member suggested a separate policy for

instrumentation grants, because a situation may arise where the cost of the instrumentation increases slightly from the point in time when the faculty member received the notice of award and the faculty member does not have enough funds to cover the cost increase.

C. Campus budget reductions exercise and CAPRA's role

EVC/Provost Dumont asked members of the Deans Council to identify where they could cut 5% of their budgets. The deans are expected to work with the department chairs and school executive committee chairs on this exercise to ensure a ground up approach. The schools will submit their draft plans by approximately mid-February and EVC/Provost Dumont will ask for CAPRA's feedback by the end of February. In March or April, she will invite the CAPRA chair to join discussions with members of the Deans Council on budget reduction plans. These discussions will include academic affairs units and others across campus.

A CAPRA member asked about the budget cut timeline. VC/CFO Schnier replied that the UC needs to wait until the May Revise of the Governor's preliminary January state budget. By summer 2025, the campus will have discussions on budget cuts. Later in today's meeting, VC/CFO Schnier will present CAPRA's requested data on campus spending categories.

II. Library Consultation

Guests: Jessica Blois, Chair of the Senate Committee on Library and Scholarly Communications (LASC) and Eric Scott, Associate University Librarian for Library Operations

LASC Chair Blois and Associate Librarian Scott requested to speak with CAPRA about Library budget issues. Their presentation was distributed to CAPRA in advance of this meeting and was hyperlinked on today's agenda.

Per LASC Chair Blois and Associate Librarian Scott's presentation, the Library has a roughly \$6.87 million budget. The three non-staff / benefits components include: Operations, Information Resources (Collections), and Student Salaries. Operations (S&E) allocation has not increased in more than 10 years and the budget areas with any flexibility are Student Salaries (services) and Collections. Student Salaries line is currently \$175,000 in deficit. To reduce deficit, the Library has been cutting hours of operation. Currently, there is a \$65,000 shortfall in Collections funding. Temporary ACE funding ends next year (Year 2 of 3 years of \$100,000/year supplement) and current Collections funding is the same as FY22, but flat since FY13. All cuts are informed by use data with notification/outreach to affected faculty and staff. Previous years cuts were restricted to Tier 2 & Tier 3 collections but this year, there will be cuts to Tier 1 databases/resources. This has implications for UC-wide purchasing power. In addition, any future cuts will have far-reaching impacts on faculty. LASC Chair Blois suggested that CAPRA members review LASC's 2023 White Paper located [here](#).

III. Chair's Report – *Chair Kara McCloskey*

A. December 2 Divisional Council meeting

- EVC/Provost Dumont discussed similar points about faculty FTE data and the campus budget reduction exercise to those she discussed with CAPRA. VPAAS Spitzmueller stated that the campus has 18% more faculty than it did in 2019. Faculty numbers have increased at six times the rate of undergraduate student enrollment. Senate Vice Chair Monroe pointed out that if the first year on the table of faculty FTE data is eliminated, the overall picture is not as optimistic. A CAPRA member asked to see the distribution of faculty FTE lines.

Action: VPAAS Spitzmueller agreed to share faculty FTE data at the department level as well as changes in student credit hours by department.

VC/CFO Schnier asked CAPRA to keep in mind that when several faculty were hired in 2019-2020, this hiring was done with the expectation of a certain level of enrollment.

- PROC received a request from biology chairs in SNS to clarify the unit of review for program reviews. As more departments and majors are created, the increased number of reviews is a burden and unwieldy. This issue was discussed by UGC, GC, relevant faculty, and the PROC co-chairs. Both WASC and PROC are flexible about the unit of review and it also varies at other UC campuses.
- Divisional Council voted to endorse the proposed amendments to SR II.3.A (Academic Probation). These amendments will be presented for final consideration and vote at the Meeting of the Division on December 16, 2024.
- Divisional Council voted to endorse the SSHA restructuring plan and proposed bylaws.
- Divisional Council discussed possible agenda topics for the December 16 Meeting of the Division.

IV. Consent Calendar

- Today's agenda
- Draft November 18 meeting minutes

Action: The Consent Calendar was approved as presented.

V. Consultation with VC/CFO Schnier

- VC/CFO Schnier continued his overview of the campus budget from the October 28 meeting, specifically providing clarification on total campus spend by function and the increased spending under Operations and Maintenance.

VC/CFO Schnier presented a series of slides. He began with a clarification of Institutional Support & General Administration. Institutional support includes expenditures for central executive level activities; fiscal operations; administrative data processing; space management; employee personnel and records; logistical activities; faculty and staff support

services that are not operated as an auxiliary enterprise and activities involving community and alumni relations. Spending is spread out across the campus: Academic Affairs, Chancellor, EM, OIT, Student Affairs, External Relations, DFA, POPD, and EJIE.

VC/CFO Schnier then shared the academic and staff salary and benefits expenses from FY19 – FY24. The cumulative budget call allocations for FY23 – FY 25 (\$14.8 million) were as follows:

- 46% - Academic Affairs
- 14% - POPD
- 14% - OIT
- 7% - External Affairs
- 6% - DFA
- 5% - ORED
- 4% - Student Affairs
- 2% - EJIE
- 2% - Chancellor

With regard to permanent budget FTE year over year from 2020 – 2024, VC/CFO Schnier explained that in 2021, the campus experienced revenue loss due to the COVID-19 pandemic. To balance the budget and reduce deficits, the budgets related to 57 vacant staff positions were held centrally. However, in FY 22, the campus restored 90 FTE staff positions.

VC/CFO Schnier also shared the numbers related to non-salary expenses for FY19 – FY 24, and enrollment growth and California high school graduates. VPAAS Spitzmueller stated that the demographic cliff that is seen nationwide is just starting in California. There will be an expected decrease in the A-G qualified students eligible for UCs and CSUs of 10% over the next few years, then 5% after that. This drastically lowers the number of students the campus needs to recruit in order to grow.

A CAPRA member asked about the costs of consultants that was included in the budget information. VC/CFO Schnier responded that consultants are used in situations where the campus needs particular expertise in certain areas. Another CAPRA member asked why financial aid spending increased when the increase in student numbers were not commensurate. VC/CFO Schnier replied that they work on a three-year moving average and were running a surplus previously and are now running a deficit. The campus is working with them to recalibrate. UC Merced offers the best financial aid in the UC system. The campus has invested a significant amount of money in scholarships to increase enrollment. VPAAS Spitzmueller added that with scholarships, financial aid, and student employment, UC Merced students are graduating with less debt than their peers nationally and at other more affluent UC campuses.

Action: VC/CFO Schnier will do more research on the financial aid cost increase question and report back to CAPRA at the next meeting. He will also share the slides he presented today with the CAPRA staff member.

- VI. Executive Session – *Voting Members Only*
Executive session was not held due to time constraints.

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

Attest: Kara McCloskey, CAPRA chair