

**Committee on Academic Planning and Resource Allocation (CAPRA)**  
**Minutes of Meeting**  
**February 22, 2018**

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 2:00 pm on February 22, 2018 in Room 362 of the Kolligian Library, Chair Mukesh Singhal presiding.

- I. Consultation with Senate Chair Amussen  
Chair Amussen held a discussion with CAPRA members about updates on the implementation of the General Education program. The discussion included Curriculum deadlines, the reviewing of courses (650) by the General Education subcommittee, and compensation for faculty teaching Spark seminars as an overload. CAPRA members related that in a previous meeting, the Provost/EVC indicated that funding for such compensation would be available beyond the first year of General Education implementation, but questions remain. Senate Chair Amussen stated that the General Education subcommittee and UGC leadership are meeting with the School Executive Committees and Curriculum Committees about credit hours for Spark seminars. Chair Amussen also stated that she and the Provost/EVC (in their roles as the co-chairs of the Academic Planning Working Group) plan to issue a memo to School Executive Committees in response to the SSHA Executive Committee's request for further guidance about evaluating academic plans. The deadline for Executive Committees to complete their processes will be extended to mid-March (original deadline was February 15).
  
- II. Chair's Report  
Chair Singhal updated CAPRA members on the February 20 Division Council meeting. Major items of discussion included the approval of the EECS CCGA proposal and further discussion of the MAD minor proposal (UGC will issue a memo to Division Council for transmittal to the MAD faculty).
  
- III. Senate Vice Chair's Report  
Senate Vice Chair Schnier updated CAPRA members on the following:
  - February 12 PROC meeting. The main items of discussion were the upcoming site visit in support of the reaccreditation effort, and the status of various reviews.
  - February 13 Enrollment Management Committee meeting. The committee continues to discuss formulating a campus teaching philosophy, enrollment strategies, retention, and access for students. There are resource implications for different enrollment strategies and it is strongly recommended that CAPRA

continues to have representation on the Enrollment Management Committee next year.

IV. Consent Calendar

**Action:** the February 8 meeting minutes were approved as presented.

V. Budget Working Group updates

CAPRA member Schnier, a member of the Budget Working Group, stated that the draft, carry forward policy the Working Group has been working on this academic year has been issued for Senate review. CAPRA is one of the lead reviewers and it is on today's agenda as a campus review item.

VI. FTE Requests

CAPRA has received the SSHA and SOE FTE rankings, and the rankings of the SNS Executive Committee, but is still awaiting the rankings from the SNS dean. CAPRA will be holding an extra meeting on March 12 for the purpose of reviewing and ranking the FTE requests and making recommendations to the Provost/EVC. Chair Singhal asked members to review the FTE requests and come to the March 12 meeting ready to discuss their own rankings. CAPRA members briefly discussed the FTE requests that have been received thus far, and suggested that for next year, CAPRA make clear in its criteria that each School Executive Committee be provided with their respective deans' rankings in the interest of transparency.

VII. Campus Review Items

- Proposal to establish a graduate program in Bioengineering.  
**Action:** CAPRA identified a lead reviewer who will provide comments for the committee's review at the March 8 meeting. Comments are due to the Senate Chair by March 9.
- Carry forward policy  
**Action:** CAPRA identified a lead reviewer who will provide comments for the committee's review at the March 8 meeting. Comments are due to the Senate Chair by March 14.
- Revised CRE voting guidelines for faculty personnel cases.  
**Action:** CAPRA identified a lead reviewer who will provide comments for the committee's review at the March 8 meeting. Comments are due to the Senate Chair by March 12.
- Proposal to establish a graduate program in Materials and Biomaterials Science and Engineering.  
**Action:** CAPRA identified a lead reviewer who will provide comments for the committee's review at the March 8 meeting. Comments are due to the Senate Chair by March 26.

- The proposal to establish a graduate program in Management of Complex Systems is forthcoming.  
**Action:** in anticipation of receiving this proposal soon, CAPRA identified a lead reviewer. The deadline for comments to the Senate Chair will be determined.

There being no further business, the meeting adjourned at 3:30 pm.

Attest:

Mukesh Singhal

CAPRA Chair