

Committee on Academic Planning and Resource Allocation (CAPRA)
Minutes of Meeting
February 28, 2023

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 12:30 pm on February 28, 2023. Chair Kevin Mitchell presiding.

I. Chair's Report – *Kevin Mitchell*

A. Update on CAPRA memos

- i. CAPRA's strike compensation memo was transmitted to Divisional Council
- ii. CAPRA's report on the department chair staffing survey was transmitted to Divisional Council

VP Spitzmueller reported that a facilitator for the discussion of the Gallo School pre-proposal has been identified. Divisional Council will discuss CCGA's feedback at their March 6 meeting.

II. Consent Calendar

- A. Today's agenda
- B. Draft February 14 meeting minutes

Action: The Consent Calendar was approved as presented.

III. Campus Review Items

A. Proposal from SoE for a B.A. in Data Science & Analytics

Linked on today's agenda were: the proposal and all associated materials and the lead reviewer's comments.

CAPRA members discussed the lead reviewer's comments. The committee suggested raising a concern in the memo about delivering several new courses without hiring additional faculty.

Action: The committee analyst will distribute a revised memo for review and approval. CAPRA's memo is due to the Senate Chair by Friday, March 24.

B. Proposal for a B.S. in Public Health

The proposal was linked on today's agenda.

CAPRA identified a lead reviewer.

Action: The lead reviewer's comments will be discussed at the March 14 meeting. CAPRA's memo is due to the Senate Chair by Tuesday, April 4.

C. Cognitive Science Honors Program Proposal

The proposal was linked on today's agenda.

CAPRA identified a lead reviewer.

Action: The lead reviewer’s comments will be discussed at the March 14 meeting. CAPRA’s memo is due to the Senate Chair by Tuesday, April 4.

- D. Proposal for a Major and Minor in Environmental Humanities
The proposal was linked on today’s agenda.

Action: The lead reviewer’s comments will be discussed at the March 14 meeting. CAPRA’s memo is due to the Senate Chair by Tuesday, April 4.

- E. Proposal from **SNS** for a B.S. Degree or Minor in Data Science and Computing
The proposal was linked on today’s agenda.

CAPRA identified a lead reviewer.

Action: The lead reviewer’s comments will be discussed at the March 21 meeting. CAPRA’s memo is due to the Senate Chair by Friday, April 7.

CAPRA members agreed to discuss the lead reviewer’s comments in conjunction with the comments on the SoE proposal to create a B.A. degree in Data Science and Analytics before sending final memos to the Senate Chair.

V. Systemwide Review Item

- A. Proposed revisions to Presidential Policy BFB-BUS-43 Purchases of Goods and Services; Supply Chain Management

Linked on today’s agenda were the following:

- Merced Senate committees’ 2021 comments, including CAPRA’s
- Summary of key revisions in the current, revised policy
- Tracked changes version of the revised policy

Action: The lead reviewer will send his comments by email for CAPRA’s discussion at the March 14 meeting. CAPRA’s comments are due to the Senate Chair by Friday, March 17.

IV. Other Business

VP Spitzmueller stated that she would like to involve CAPRA in the campus conversation about student credit hours, grants, and other drivers. The campus needs to arrive at a set of averages that will make the campus thrive.

CAPRA members asked which metrics are currently available. VP Spitzmueller replied that there are the school and division academic plans and the campus strategic plan. CAPRA Chair Mitchell suggested that campus leadership put together an annual report or report card that draws on the budget call data submitted by the Schools and other units. Interim VC/CFO Schnier and VP Spitzmueller agreed with this idea and also suggested that CAPRA be given access to the divisional budget requests in the campus budget call process.

V. Consultation with EVC/Provost
A. Campus budget call

EVC/Provost Camfield agreed that CAPRA should have access to all divisional budget requests in the campus budget call process. He stated that his staff is working on slightly modifying the budget request and trying to achieve better alignment and data collection so that CAPRA's job is easier. Interim VC/CFO Schnier stated that he will share last year's budget allocation decision documentation with CAPRA.

Action: Interim VC/CFO Schnier will send last year's budget allocation decision documentation to the CAPRA analyst who will forward to CAPRA members.

EVC/Provost Camfield informed CAPRA members that there is inconsistency in the faculty's understanding of the recently-announced new funding streams to the campus. He plans to discuss the various funding pools with department chairs. CAPRA Chair Mitchell replied that he updated Divisional Council on the new funding streams but what would be helpful from the administration is a summary/fact sheet that clearly lists the source of each new funding stream together with the dollar amounts and the purpose for which the funds are to be used. This information was initially announced verbally by the Chancellor at a campus event (see previous CAPRA minutes). CAPRA Chair Mitchell added that if the administration could prepare such a fact sheet, he will share with Divisional Council who will distribute to the School Executive Committee Chairs. EVC/Provost Camfield agreed with this plan.

Action: Interim VC/CFO Schnier will draft a summary/fact sheet of the new funding streams to campus and share with CAPRA.

CAPRA Chair Mitchell then asked for clarity on what CAPRA needs to do during the campus budget call and when. EVC/Provost Camfield responded that CAPRA is invited to the April 4 Deans Council meeting where the Schools will present their budget requests.

Action: Per VP Spitzmueller's request, the committee analyst will email VP Spitzmueller and Assistant EVC/Provost Martin and request an updated list of budget meetings to which CAPRA members are invited.

B. Administrative positions

EVC/Provost Camfield acknowledged that the campus needs to think more strategically about staff hiring, given that departments in SNS and SoE will have different needs than those in SSHA. HR is working on job descriptions so that the campus can compensate and classify employees appropriately. He added that contrary to what UC Merced was told in the past, geography is not a deciding factor in employee pay. Interim VC/CFO Schnier recently discovered that the past practice of UC Merced employees being paid less due to the cost of living in the region was inaccurate.

There being no further business, the meeting was adjourned at 2:00 pm.

Attest: Kevin Mitchell, CAPRA chair