

**Committee on Academic Planning and Resource Allocation (CAPRA)**  
**Minutes of Meeting**  
**March 21, 2023**

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 12:30 pm on March 21, 2023. Chair Kevin Mitchell presiding.

I. Chair's Report – *Kevin Mitchell*

Chair Mitchell reminded CAPRA members to review the draft, pending memos on the proposed CIS honors program, proposed B.S. degree in Public Health, and the proposed B.A. degree and minor in Environmental Humanities. The committee analyst distributed the memos via email last week. CAPRA's final memos are due to the Senate Chair by April 4.

II. Consent Calendar

- A. Today's agenda
- B. Draft February 28 and March 14 meeting minutes

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

III. Campus Review Items

- A. B.A. Degree Proposal in Data Science and Analytics (School of Engineering)

The proposal and the lead reviewer's comments were linked on today's agenda.

CAPRA agreed with the lead reviewer's comments and had no additional comments.

**Action:** The committee analyst will re-distribute the draft memo via email for CAPRA's final review and approval. CAPRA's memo is due to the Senate Chair is due by Friday, March 24.

- B. B.S. Degree Proposal in Data Science and Computing (School of Natural Sciences)

The proposal and the lead reviewer's comments were linked on today's agenda.

CAPRA members agreed with the lead reviewer's comments but suggested that the proposal would have benefited from a multi-year teaching plan. CAPRA also encourages ongoing communication between SNS and SoE to assess whether there is coursework that would be beneficial to both majors. Finally, CAPRA briefly discussed the resource request contained in the proposal for a new OIT staff position. The committee was pleased to note that OIT is supportive

of this position. Interim VC/CFO Schnier pointed out that the new position could also potentially be funded from ACE funds.

**Action:** The committee analyst will re-distribute the draft memo via email for CAPRA's final review and approval. CAPRA's memo is due to the Senate Chair is due by Friday, April 7.

IV. Consultation with EVC/Provost

A. Temporary Academic Staffing (TAS) model questions

CAPRA Chair Mitchell informed EVC/Provost Camfield that some faculty have heard that 5% of the total Temporary Academic Staffing (TAS) funding was held back by the EVC/Provost's office. EVC/Provost Camfield replied that no TAS funds are being held back this year. In the past, his office did hold back some funds in reserve as the campus was trying to figure out the TAS budget. CAPRA Chair Mitchell then asked for clarification on predicted amounts versus actual amounts. EVC/Provost Camfield responded that the TAS budgets for the Schools are based on predictions demands for courses. However, if the demand for certain courses changes significantly, the TAS budget can be altered. Interim VC/CFO Schnier confirmed that the TAS budget allocation was based on predicted curriculum but when the actual curriculum taught was different from what was predicted, there was an overage. EVC/Provost Camfield added that one problem is that the campus may have inadvertently enticed Schools to generate more credit hours than they're supposed to have in order to receive more budget allocation.

CAPRA Chair Mitchell asked whether the number of TA slots is fewer is due to the fact that the campus is trying to be more efficient with the existing TAs and to provide more money for graduate student fellowships. EVC/Provost Camfield confirmed that is accurate. He added that VPDGE Hratchian is working with the graduate group chairs and that the chairs have always received some funding from the Graduate Division to support graduate students.

A CAPRA member pointed out an issue with graduate students on external fellowships: the amount of their fellowships exceed what UC Merced is able to fund, so faculty have to "top off" with various sources, such as their own funds, Graduate Division funds, and funds from their departments. She estimated that she has had to top off approximately \$3,000 – 4,000 per year per student. EVC/Provost Camfield responded that he was unaware that faculty have had to do this. Another CAPRA member stated that the UC system needs to start applying pressure on the NIH and NSF to increase their fellowship amounts so this mismatch is eliminated. EVC/Provost Camfield replied that new systemwide Provost Newman is working with the appropriate governmental relations staff at UCOP on lobbying and will also work with large consortia like the Association of American Universities. The problem is far bigger than just the UC.

A CAPRA member asked for clarification on TA allocation for writing-intensive courses. EVC/Provost Camfield replied that the school deans need to take a portfolio management approach. That approach needs to be based on curriculum and pedagogy and any decision the School deans make is fine as long as they meet the average. It is not the decision of the EVC/Provost or the Interim VC/CFO. CAPRA Chair Mitchell asked a follow up question about whether there is an assumption in the TAS model for whether courses have 90% capacity or fill rate for individual sections. EVC/Provost Camfield reiterated his statement about the need for School deans to take the portfolio management approach and that deans need to collaborate with the Registrar. He added that VPAAS Spitzmueller is currently working on determining where overspends are occurring.

CAPRA Chair Mitchell asked whether there was a shrinkage in the TAS budget to account for the extra fellowships. EVC/Provost Camfield responded that there was a shrinkage for the very few low-enrollment courses. However, he is trying to be flexible.

CAPRA Chair Mitchell then confirmed with EVC/Provost Camfield that CAPRA can provide its budget recommendations by April 18, which is the same day as a Deans Council meeting. EVC/Provost Camfield agreed and encouraged CAPRA to work with VPAAS Spitzmueller and Assistant EVC/Provost Martin on scheduling.

A CAPRA member asked about the method by which departmental staffing and core facilities requests are inserted into the campus budget call requests and expressed concern that faculty are unable to provide input in a timely manner. EVC/Provost Camfield replied that core facilities requests are submitted via ORED, and department staffing requests should be included in School budget requests via the deans. He reiterated his support of departmental staffing. He stated that last year's budget call had a long list of staffing requests that weren't funded. He asked VPAAS Spitzmueller to make last year's School and Division budget requests available to CAPRA members.

**Action:** The committee analyst will follow up with Assistant EVC/Provost Martin on acquiring the link to last year's budget requests for CAPRA.

V. Budget Call Logistics

Assuming that CAPRA will have access to all the budget requests as soon as they become available, the committee agreed they need to schedule an extra meeting for budget review.

**Action:** CAPRA members agreed to schedule an extra meeting on Tuesday, April 4 to begin initial discussions of the budget requests. The committee analyst will follow up with committee members on their preference for meeting again on April 11 (already scheduled) or April 18. The committee

analyst will also follow up with VPAAS Spitzmueller and Assistant EVC/Provost Martin on when CAPRA can expect to receive the budget requests.

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

Attest: Kevin Mitchell, CAPRA chair