

Committee on Academic Planning and Resource Allocation (CAPRA)
Minutes of Meeting
September 10, 2014

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 9:00 am on September 10, 2014 in Room 362 of the Kolligian Library, Chair Anne Kelley presiding.

I. Chair's Report

Chair Kelley provided an update from the September 3 Division Council meeting where main topics of discussion included space and parking.

II. Continuing Business from AY 13-14

In May 2014, CAPRA submitted a memo to the Provost/EVC with a request for a listing of faculty lines that were allocated last year and a list of all lines that were allocated in previous years. CAPRA's intention was to formulate a tracking system to better plan for future FTE allocations. The Provost/EVC has not yet sent a response.

ACTION: CAPRA to follow up with the Provost/EVC on last year's faculty lines.

The Provost/EVC is holding an all faculty and lecturer forum on September 24. Faculty are encouraged to submit questions beforehand via a website established by the Provost's office. CAPRA members decided to submit a question on behalf of the committee: is there a contingency plan if nobody submits an acceptable bid for academic space under Project 2020?

ACTION: A CAPRA member will submit the contingency plan question to the website for the all faculty forum.

III. Goals for AY 14-15

CAPRA set two overarching goals for this academic year. One is the folding of the traditional FTE allocation request process into the Provost's Strategic Academic Focusing Initiative (SAF). The Provost met with CAPRA members

this summer and indicated that the SAFI process would be finalized by the end of this calendar year. If this deadline is met, then CAPRA could disseminate its criteria for the evaluation of FTE requests at this time in time for spring semester reviews. However, if SAFI's work is delayed, then faculty lines may not be allocated in a timely manner again, thus affecting strategic planning and faculty recruitment.

ACTION: As the Provost is not available until December to attend a CAPRA meeting, CAPRA will invite members of the SAFI committee to provide their faculty perspective on the strategic planning process.

ACTION: CAPRA to ascertain the SAFI fall semester meeting schedule and confirm the membership. A CAPRA member has been asked to serve as a replacement for a former SAFI member but this has not yet been confirmed. If the CAPRA member is approved to serve on SAFI, then he will provide updates to CAPRA through the academic year.

The other main goal CAPRA identified this year is space planning and prioritization. Graduate students have minimal lab and office space to conduct their work. UCM cannot grow its graduate programs or recruit quality graduate students due to the pressing space needs. The transition from SE 1 to SE 2 has not gone smoothly and faculty remain gravely concerned about the space situation both on campus and Castle. Faculty members' success with grants is being negatively affected when they cannot prove an adequate research infrastructure.

CAPRA members discussed the idea of formulating principles of space allocation to provide to the Provost. These principles would be based on a communication that a CAPRA member wrote to colleagues in her School. Essentially, it must be made clear that the priorities for space allocation on campus should be: faculty, research staff such as post docs, teaching faculty such as lecturers, students, and finally, staff. Student advisors should remain on campus due to their regular, face-to-face contact with students, but most other administrative staff should be relocated off campus.

CAPRA members held a lengthy discussion on who has the authority to assign academic space and what are the principles for assigning space to Schools/faculty/research units. The Campus Physical Planning Committee does not have the authority to allocate space. The main space issues are 1) planning for future space in conjunction with Project 2020 and whether faculty will have adequate input. OP's capital budget is small and provides sizeable funds for seismic retrofitting which does not affect UCM at this time. 2) how to prioritize the allocation of current space. In addition to the immediate problem of no space for graduate student and inadequate space for faculty, there is no articulation or formulized framework on how space is assigned to ORUs and other research units. There is no indication of how the campus will function with being overprescribed on space now and the lack of sufficient planning for the future. As such, it will be extremely difficult for the campus to meet the enrollment projections that are established for the next three years. Perhaps an external entity, one that has no vested interest in the outcome, should conduct a space audit on campus.

ACTION: CAPRA to draft a memo to the Provost stating a set of principles for space allocation.

The Committee on Faculty Welfare, Diversity, and Academic Freedom (FWDAF) submitted a memo to CAPRA suggesting the convening of a joint committee on an interim basis to focus on academic space issues. CAPRA agreed that, as part of their employment, faculty have the right of adequate space for research. However, CAPRA is not in favor of creating another committee; rather, we should focus how ways to better engage the Provost. Perhaps the Chairs of FWDAF and CAPRA could hold their own meeting with the Provost.

ACTION: CAPRA to respond to FWDAF and suggest that FWDAF develop a communication to the Provost about space and faculty rights.

IV. Campus Review Items

Senate-IT Administration IT Advisory Council draft charge. CAPRA members pointed out that the charge should include a point about the need for the administration to seek consultation from the faculty on expensive software subscriptions that affect faculty and students. Faculty's needs should be investigated and input sought prior to any long term campus investment in such hardware and software.

ACTION: CAPRA will draft a response to the Senate Chair.

Economics PhD proposal. CAPRA identified two members to review the proposal.

ACTION: The two reviewers will circulate their reviews to the committee via email for discussion at the September 24 CAPRA meeting.

There being no further business, the meeting adjourned at 10:30 am.

Attest:

Anne Kelley, Chair

Minutes prepared by:

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