

**Committee on Academic Planning and Resource Allocation
(CAPRA)**

**Minutes of Meeting
September 12, 2016**

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 1:30 pm on September 12, 2016, in Room 360 of the Kolligian Library, Chair Mukesh Singhal presiding.

I. Introductions

New members introduced themselves and returning member were welcomed back. Members were referred to the committee roster, bylaws, and last year's annual report (contained in the agenda packet).

II. Consultation with Provost/EVC

CAPRA shared its AY 16-17 goals with the Provost/EVC, beginning with its traditional review of foundational FTE requests and consultation with the steering and search chairs of the Strategic Academic Focusing Initiative (SAFI) pillars regarding cluster hiring. Four SAFI pillars are preparing for hiring this year: Inequality, Power, & Social Justice, Sustainability, Human Health Sciences, and Adaptive & Functional Matter.

CAPRA members then held a lengthy discussion with the Provost/EVC about CAPRA's concern over the lack of seats for students beginning this fall semester and enrollment and resources until 2020. The Provost/EVC shared the concern and stated that he is requesting clearly-defined, five-year teaching plans from the school deans. Specifically, the Provost/EVC wants to know who is teaching upper and lower division courses in addition to hearing about faculty members' research areas and service contributions. Enrollment management will be an ongoing process.

A CAPRA member stated that the committee would like to revisit the campus hiring plan and asked the Provost/EVC how he wants that process to move forward. The Provost/EVC related that he was disappointed that there was such large-scale negativity towards SAFI before the campus had the opportunity to “run the experiment”. He went on to state that he is willing to revisit the hiring plan this semester and have an articulated revised hiring plan in place in January 2017. CAPRA agreed that they should conduct an analysis of projected enrollment data and resource demands for 10,000 undergraduate students and 1,000 graduate students to 2020. To determine whether the campus will offer enough courses to accommodate this many students, CAPRA members will heavily consult with a wide range of campus stakeholders and examine factors such as the distribution of majors and required instructional space. Additional factors to take into account are unit 18 lecturer teaching workloads and laboratory (wet, dry, damp, computer).

CAPRA members then broached the subject of the July 1 memo they sent to the Provost/EVC following their meeting with him on June 23. The Provost/EVC acknowledged that he did not respond to CAPRA’s memo but instead issued an all-faculty communication later in July. The Provost/EVC also claimed that his interpretation of the memo was different than CAPRA’s. He believed, based on his conversations with faculty in the four pillars that are scheduled to hire next year, that the faculty preferred to forge ahead with the cluster hiring rather than reduce the effort in this area in favor of increased foundational area hiring. The Provost/EVC stated that he did not want to disadvantage the faculty members who were in favor of proceeding with cluster hiring and whose pillars were ready to move forward.

The Provost/EVC reiterated his earlier statement that he wants to revisit the hiring plan, with SAFI, this semester and have a plan in place in January for the spring semester.

With regard to the Provost/EVC's July communication to all faculty, he related to CAPRA members that he understands that he should not have proposed the formation of a working group that did not include CAPRA. A CAPRA member agreed and pointed out that CAPRA is the Senate committee that is charged with advising the administration on academic planning and space, so he is advised to use the existing governance structure rather than create new committees. The Provost/EVC requested that CAPRA solicit opinions on SAFI/cluster hiring from those faculty who hold differing viewpoints so that faculty who are in favor of cluster hiring are given the chance to be involved in the process.

Action: CAPRA will begin to work on its instructional and resource demand project related to 2020. The goal is to have a proposal sent to the Provost/EVC and present it at the fall semester Meeting of the Division (late November/early December).

With regard to the Faculty-Administrative Working Group on School Structure (formed at the request of the Provost/EVC), the Senate Chair informed CAPRA members that the group will meet soon and report its updates to the Provost/EVC.

III. CAPRA Representative on Senate Library & Scholarly Communications Committee (LASC)

LASC is comprised of a chair and four members, each representing GC, COR, CAPRA, and UGC. LASC is in need of a CAPRA representative.

Action: LASC will be informed that CAPRA's representative is Professor Mike Colvin.

IV. Campus Review Items

- Proposed discontinuing of the services science minor in SSHA.

Action: Senate Chair will be informed that CAPRA endorses the discontinuance.

- Revised Heritage Studies minor in SSHA. Formerly the World Heritage minor, the proposal has been revised and resubmitted in response to comments made last year by Senate committees and the Provost/EVC. CAPRA members noted the proposal’s statement that the minor presents no resource issues at its inception, but pointed out that it may require an infusion of resources in the next few years. CAPRA discussed the idea of conveying a general point to Division Council regarding the committee’s future review of proposed minors, including those that require resources and those that are “resource-neutral”: CAPRA would prefer to receive clearly articulated input from school deans on anticipated resource commitments of minors and an accompanying timeline during which these commitments will be requested.

Action: A memo will be drafted and circulated among committee members stating CAPRA’s request for the SSHA dean to provide clearly articulated input on the future resources required by this minor.

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

Attest:

Mukesh Singhal, CAPRA Chair