

**Committee on Academic Planning and Resource Allocation (CAPRA)**  
**Minutes of Meeting**  
**September 13, 2022**

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 11:00 am on September 13, 2022 in room 344 of the Administration building and via Zoom. Chair Kevin Mitchell presiding.

I. Chair's Report – *Chair Mitchell*

A. Welcome and introductions

Chair Mitchell welcomed new and returning members to CAPRA and asked each member to introduce themselves.

- i. AY 22-23 CAPRA roster
- ii. CAPRA bylaws

Chair Mitchell pointed out that CAPRA can have influence in two ways: 1) providing input to Divisional Council and 2) advising the EVC/Provost. While CAPRA has no decision-making power, it does consult with and advise the administration and the committee's input does have an impact.

Chair Mitchell also summarized the systemwide Senate committee system and informed CAPRA that he serves on the University Committee on Planning and Budget.

Chair Mitchell asked CAPRA members to suggest any CAPRA-run initiatives the committee may want to pursue this year rather than being reactive. Committee members discussed the importance of CAPRA's engagement in the campus budget process.

**Action:** The committee analyst will invite Interim VC Kurt Schnier to the October 11 CAPRA meeting to provide an overview of the campus budget over time.

- iii. Process for campus and systemwide review items

B. Guides to Committee Membership and Executive Session

C. Debrief of August 2022 Senate Governance Retreat

Chair Mitchell informed CAPRA members that the administrative and Senate leadership discussed their various AY 22-23 priorities at the annual shared governance retreat. A major topic of discussion was the importance of increasing enrollment; currently, the campus is below its enrollment target to break even. One way to increase enrollment is to create new majors.

## D. CAPRA AY 22-23 priorities

- i. Refine and streamline academic planning and budget call process
- ii. Assess campus staffing levels, especially at the department level

CAPRA Vice Chair Almeida will take the lead on this issue and member Findlater volunteered to assist in the efforts. Almeida informed CAPRA that he has drafted a survey of department chairs on staffing levels.

**Action:** CAPRA Vice Chair Almeida will discuss his draft survey at the next CAPRA meeting.

- iii. Help facilitate/assess/advise Gallo/SSHA planning process  
Senate Vice Chair Keske stated that the Senate is waiting from the review from CCGA. All campuses stakeholders who opined on the Gallo School pre-proposal need a break and the proposers deserve constructive feedback. Keske added that the Senate should reconsider the process by which it reviews proposals for the establishment of new schools.
- iv. Review campus-wide budget

## E. Shared Governance in the UC system

Prior to this meeting, CAPRA Vice Chair Almeida distributed a paper on shared governance authored by UC emeritus professor Dan Simmons. Per Chair Mitchell's request, the committee analyst will re-forward the paper to CAPRA members.

## F. Meeting with Senate Chair and Vice Chair September 1

Chair Mitchell reported no updates from this meeting.

## G. Divisional Council meeting September 6

EVC/Provost Camfield announced that Vice Chancellor & Chief Operating Officer of Physical Operations, Planning & Development Dan Okoli is interested in conducting charrettes (working sessions with stakeholders) with campus constituents to hold focused discussions about how the physical space of the campus can meet their needs. These charrettes will help inform the campus about which buildings will be built next. Faculty will be invited to attend these charrettes. Chair Mitchell will keep committee members informed about Senate representation. He added that the next building that has been approved is the one that will house medical education and other programs.

The chair of the Senate Committee on Equity, Diversity, and Inclusion (EDI) consulted with Divisional Council about the anti-racism initiative launched by the Senate in a previous academic year in response to the Chancellor allocating funding to the Senate for this purpose. Three

Senate committees, including CAPRA, were identified to engage in a self-assessment. Chair Mitchell met with the EDI chair to learn about what CAPRA needs to do. He will keep CAPRA members updated.

Senate Vice Chair Keske stated that the Senate weekly email digest, which is issued by the Senate office each Friday, is apparently not reaching all Senate faculty members. The digest is sent to Divisional Council members, School Executive Committee chairs, and School support staff and the transmittal email requests that School staff share the digest widely within their Schools. Senate Vice Chair Keske stated that the Senate should rethink the distribution channels of the weekly digest.

**Action:** The committee analyst will pass this feedback on to the Senate office.

II. Consent Calendar

- A. Today's agenda
- B. CAPRA's Conflict of Interest policy

**Action:** the Consent Calendar was approved as presented. The committee analyst will note on the conflict of interest policy that CAPRA reviewed and approved it today as presented, upload to the Senate website, and transmit a copy to the Senate Chair and Senate Office.

III. Informational Items

A. Campus Representation

CAPRA member (and Senate Vice Chair/PROC co-chair) Keske will represent CAPRA on PROC and will regularly debrief CAPRA on PROC business.

B. CAPRA's AY 21-22 annual report

C. UC Research Data Policy

This new Policy went through two systemwide reviews on December 17, 2021 and on February 15, 2022. All the relevant and applicable feedback received from these systemwide reviews was incorporated into the attached policy. The new Presidential Policy is effective July 15, 2022, and is posted online at <http://policy.ucop.edu/>.

D. Academic Council's endorsement of CCGA's letter detailing serious problems associated with the transition to the Oracle Alpha Financials software at UC Merced and UC San Diego.

There being no further business, the meeting was adjourned at 12:30 pm.

Attest: Kevin Mitchell, CAPRA chair