

**Committee on Academic Planning and Resource Allocation (CAPRA)**  
**Minutes of Meeting**  
**September 16, 2024**

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 1:30 pm on September 16, 2024 via Zoom. Chair Kara McCloskey presiding.

I. Consultation with EVC/Provost Dumont

- Last year, the percentage that went into the Temporary Academic Staffing (TAS) budget was 43.5%. This year, it is 46%. However, that percentage will go back down over the next few years. In the future, as enrollment grows, that amount of money will increase. Currently, the schools are operating under a deficit.
- EVC/Provost Dumont explained that her office allocates the TAS budget to the schools. The deans and department chairs are charged with further allocating those funds. She does not dictate to the deans and department chairs how that money should be allocated. In response to a CAPRA member's question, EVC/Provost Dumont emphasized that student credit hours mean the same in all schools; there is no "weighting" of student credit hours.

II. Welcome and Introductions – *Chair McCloskey*

- A. CAPRA AY 24-25 roster
- B. CAPRA Conflict of Interest Policy

III. Chair's Report – *Chair McCloskey*

A. AY 24-25 CAPRA goals

- TAS budget  
VPAAS Spitzmueller shared that last year's TAS working groups drafted principles for the size of the TAS budget and the allocation of the budget which were sent to a group led by the deans. CAPRA's input will continue to be sought.

CAPRA Chair McCloskey asked if CAPRA will have representation on any TAS working group this year. It was clarified that the aforementioned group that will include the deans will consult with CAPRA and incorporate CAPRA's feedback into their future planning. (This was mentioned by the EVC/Provost at the September 9 Divisional Council meeting.)

VPAAS Spitzmueller stated that the working groups were very clear about wanting no harm done to student success during the campus effort to recalibrate

the TAS budget. This is also true across campus: other units have been asked to conserve resources by not filling vacancies despite staffing levels being insufficient.

A CAPRA member stated that the university needs to create ways to incentivize social sciences and humanities faculty to get grants such as grant writing support. And when a faculty member does acquire a grant, the university does not provide resources to the faculty member's department to support the faculty member's absence from their normal work. Another CAPRA member raised the problem of the NIH salary cap and agreed that the university needs to find methods to address these problems if it wants faculty to increase grant funding.

- Academic Affairs budget review/campus budget call  
In the spring, CAPRA is provided with the budget requests from the several units under Academic Affairs and makes recommendations to the EVC/Provost. Chair McCloskey pointed out that CAPRA still does not have a report on how the budget was allocated last year in response to CAPRA's recommendations.

A CAPRA member suggested that the university should create incentives to generate more money and one possibility is the President's Postdoctoral Fellowship Program (PPFP). The salaries of the individuals hired into faculty positions from this program are partly paid by the program for a number of years and therefore this is an efficient way to hire more faculty and diversify the faculty as a whole. He inquired why the university cannot hire faculty into FTE lines that are already budgeted. VPAAS Spitzmueller agreed that the PPFP program is an excellent mechanism, however, from a budget perspective, every faculty line costs the campus \$200,000 per year including salary and benefits. PPFP funding is limited. In the past, the campus did hire faculty from the PPFP program. But now, due to scarce resources, the campus is strategically thinking where it needs faculty replacement lines. All three schools have had a net gain in faculty hiring since 2019 although the campus has lost some faculty since then. With regard to the PPFP program, VC & CFO Schnier stated that faculty should consider how it is using those funds to diversify the campus and how they are connecting those funds to efforts the campus is already undertaking.

CAPRA Chair McCloskey suggested that the CAPRA member work with VC & CFO Schnier on a proposal for creating incentives for PPFP hiring to be discussed at a future meeting.

**Action:** The committee staff will work with the CAPRA member, VC & CFO Schnier, and the Senate Executive Director on this issue. This issue will be discussed at a future CAPRA meeting.

**Action:** The following topic will be added to the list for the EVC/Provost to discuss with CAPRA at the next meeting: providing department chairs with their budgets much earlier than the current practice.

- Departmental compensation for faculty teaching release and leaves
- Graduate student funding

**Action:** CAPRA Chair McCloskey requested that these be added to the list of CAPRA's goals and priorities.

#### B. Representation on Campus Committees

##### i. Periodic Review Oversight Committee (PROC)

The committee staff member sent CAPRA an email on August 27 asking for a volunteer to serve on PROC. No responses were received. Senate Vice Chair & PROC co-chair Monroe offered to share PROC updates with CAPRA.

**Action:** If a volunteer is not identified by Friday, September 20, the committee staff member will inform the Senate Executive Director that Senate Vice Chair & PROC co-chair Monroe will represent CAPRA on PROC.

#### C. Divisional Council meeting September 9

The meeting was attended by CAPRA Vice Chair Beman. Chair McCloskey shared his updates in his absence from today's CAPRA meeting.

- The EVC/Provost consulted with Divisional Council about enrollment and the TAS budget.
- The EVC/Provost informed Divisional Council that she requested that the school deans work with their department chairs, together with the VPDUE and VPDGE, to develop principles on the TAS budget and share them with CAPRA. CAPRA's feedback would be incorporated into the document. The goal is to make this an iterative process.
- The annual Senate/Administration shared governance retreat will be held on October 30.
- Update on last year's Financial Management & Reporting Task Force.
- Discussion of Divisional Council members' goals and priorities.

- IV. Structure of CAPRA meetings – *Chair McCloskey*
- i. 1) Consultation with EVC/Provost, 2) Committee business and consultations with consultants, and 3) Executive session for voting members only
  - ii. Process for campus and systemwide review items, new program proposals, and budget requests  
Each review item, proposal, and budget request review will have a primary and secondary reviewer from among the CAPRA membership. The primary reviewer will be responsible for presenting their comments in CAPRA meetings or via email for the committee’s discussion. The secondary reviewer will be responsible for working with the committee staff member to draft the memo to the Senate Chair.
- V. Consent Calendar
- A. Today’s agenda
  - B. Draft May 15, 2024 meeting minutes
- Action:** The Consent Calendar was approved as presented.
- VI. Executive Session – *Voting Members Only*
- A. Campus and Systemwide Review Items
- Action:** CAPRA assigned lead reviewers to the Anthropology & Heritage Studies graduate program proposal. CAPRA will discuss the lead reviewers’ comments via email and at the September 30 CAPRA meeting. CAPRA’s final memo will be transmitted to the Senate Chair by October 1.
- VII. Informational Items
- A. CAPRA AY 23-24 annual report
  - B. CoC’s Guide to Populating Academic Senate Committees: Leadership and Membership Commitments

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

Attest: Kara McCloskey, CAPRA chair