

Committee on Academic Planning and Resource Allocation (CAPRA)
Minutes of Meeting
September 26, 2023

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 1:00 pm on September 26, 2023 in the Administration Building room 245 and via Zoom. Chair Kevin Mitchell presiding.

I. Chair's Report – *Chair Mitchell*

A. Divisional Council meeting September 14

- The Senate Chair reported that other UC campuses are going into their referral pools which negatively impacts UC Merced's enrollment. UCOP indicated they would like to help UC Merced mitigate the impact.
- CoR's latest memo on research infrastructure (Oracle, etc.) problems was transmitted to the administration together with a cover memo from Divisional Council outlining specific steps the administration should take to rectify the ongoing issues.
- The annual Shared Governance Retreat will be held on Friday, September 29.
- The Graduate Council has proposed a policy for the establishment of hybrid undergraduate/graduate programs. This policy is currently under review by the Senate and the School Executive Committees.
- School Executive Committee chairs will be given standing invitations to attend Divisional Council meetings.

II. Consent Calendar

A. Today's agenda

B. September 12 draft meeting minutes

Action: The Consent Calendar was approved as presented.

III. Consultation with Interim VC & CFO Schnier

A. Memo from Merritt Writing Program Director on TAS Budget

Memo dated August 30, 2023 was linked on today's agenda. Page 2 of the memo contains the specific request to CAPRA.

Chair Mitchell stated that this memo ties in to the memo that will be discussed later in the agenda from SSHA about the loss of faculty FTE lines. If faculty are appointed to administrative positions or Senate service, and there are no funds specified to cover those losses, then the perception is that those lines are not being backfilled. Interim EVC/Provost Zatz responded that she and others in the administration are examining the TAS model this year and may make revisions. Shre pointed out that the campus has the serious challenge of meeting students' needs with a minimal amount of money.

CAPRA Chair Mitchell suggested that the word “temporary” in TAS is grating to those non-Senate faculty with continuing appointments. He asked whether it is accurate to say that continuing unit 18 lecturers would be the last to be laid off if such a need were to arise. VPAAS Spitzmueller confirmed this is accurate and added that she had a conversation with APO about this issue: if there is a financial need to do so, these individuals can be laid off, but generally, the lecturers with continuing appointments would be the last. The campus is trying to do a number of things to avoid layoffs but the campus needs to get the budget under control.

CAPRA Chair Mitchell suggested a revision in the naming of “TAS” to remove “temporary”. Interim EVC/Provost Zatz replied that she will consider it. She is also anticipating recommendations from a task force on teaching writing. She mentioned that instructors were asked to increase the number of students in classes from 20 to 22 which would reduce the number of class in the spring by 10 which would save the campus money. But she understands that individuals are concerned for their livelihood.

Interim EVC/Provost Zatz informed CAPRA that the campus has covered most of the deficits from the Schools last year and will have to cover almost the same amount of deficit this year. It is critical that the campus gets the budget under control.

Interim VC/CFO Schnier stated that his office can develop a presentation on the old TAS model, how the campus changed to the current model, and how the campus has deficits. He asked for CAPRA’s collaboration on the next steps.

Action: Interim VC/CFO Schnier will deliver a presentation at a future CAPRA meeting.

IV. Consultation with VPAAS Spitzmueller

A. Plans for new undergraduate program prospectus review process in the Schools

VPAAS Spitzmueller stated that it is essential for the Schools to understand what is in the pipeline for the next five years. Faculty that are proposing a new undergraduate program soon or in the next few years will be asked to complete a short form that will ask questions on their proposal. The deans and school executive committees will review these forms and this will inform both short and long-term planning. Completion of this form is not required for proposed programs that are already under review. Interim EVC/Provost Zatz added that Deans Council will also have discussions on proposed undergraduate programs because it may be the case that two different schools are working on the same proposal and they can then work together. Interim EVC/Provost Zatz emphasized that FTE lines under the ACE funding is to be allocated to areas of high growth per the agreement, but the hope is that that investment will increase enrollment and growth in other areas, too.

VPAAS Spitzmueller informed CAPRA members that a large number of UC Merced students enroll here from the referral pool. The campus has data on these students' preferred majors and that informs planning discussions. IRDS is working with this data. A CAPRA member requested to see that data on preferred majors.

Action: VPAAS Spitzmueller will ask IRDS to share the data on preferred majors with CAPRA.

V. Consultation with Interim EVC/Provost Zatz

A. Memo from SSHA Department Chairs on Faculty and Instructor Losses

Memo dated August 31, 2023 was linked on today's agenda.

Interim EVC/Provost Zatz shared with CAPRA information on recruitment approvals and budgetary commitments. This information is confidential.

Interim EVC/Provost Zatz is working with the deans on taking responsibility for managing vacancies. Some funding will be provided to the deans so they can think strategically about where to make the investments. She is also working with the deans on the hiring of Presidential Postdocs and partner hires. She informed CAPRA that with the amount of funding available for this year (once commitments are factored in), she has very little left to cover all the needs throughout the year.

Action: Interim EVC/Provost Zatz will share the data with CAPRA with a request not to share it outside the committee membership as it is confidential.

VI. From Graduate Council: Proposed Policy for Hybrid Programs

The proposed policy was linked on today's agenda.

Action: The committee analyst will solicit a lead reviewer over email. The lead reviewer's comments will be added to the October 10 CAPRA agenda for a discussion. CAPRA's comments are due to the Senate Chair by Friday, October 13.

VII. Executive Session

This session was attended by voting members only and no minutes were recorded.

There being no further business, the meeting was adjourned at 2:30 pm.

Attest: Kevin Mitchell, CAPRA chair