

Committee on Academic Planning and Resource Allocation (CAPRA)
Minutes of Meeting
September 30, 2024

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

I. Consultation with EVC/Provost Dumont

Prior to this meeting, CAPRA asked the EVC/Provost for information on the timeline for providing departments with their TAS budgets. EVC/Provost Dumont reported that the School of Engineering is sharing budgets with department chairs in mid-April; the School of Natural Sciences in May; and the School of Social Sciences, Humanities, and Arts began using workbooks in June with department chairs but have not used them as a budget tool until now.

CAPRA Chair McCloskey brought up the problem of graduate student pay. EVC/Provost Dumont replied that the main problem this summer was missed deadlines. Funding allocations were submitted but some were not approved, and those non-approvals were delayed. The EVC/Provost will draw together staff members to address these problems.

CAPRA Chair McCloskey reminded the EVC/Provost that CAPRA made recommendations on the academic affairs units' budget requests in spring 2024 but the committee was not notified of the budget allocation outcome. EVC/Provost Dumont replied that the Chancellor will be providing his final budget decisions soon.

GSA Representative Egbunno raised the issue of timely reimbursement of graduate students, many of whom have to personally carry the high costs of travel because the reimbursement process is too slow. It is important to ensure that students are not discouraged from applying for grants and attending conferences. VC & CFO Schnier replied that the process is dictated by what materials are provided for the reimbursement. He also mentioned that he informed graduate group chairs in October about the Instant Card Program (information [here](#)). It is a virtual payment method for students where faculty can add funds thereby eliminating out-of-pocket expenses for students.

II. Chair's Report – *Chair McCloskey*

A. September 23 Divisional Council meeting

- i. The new TAS allocation work group is formally convened. CAPRA Vice Chair Beman is CAPRA's representative on the work group.
- ii. The revised UC Merced Interim Policy on Expressive Activities and Assembly: Protests, Demonstrations, Non-University Speakers and Signage on Campus and in University Facilities was issued to the campus last week.

- iii. EVC/Provost Dumont informed Divisional Council that she received feedback from the deans on graduate student pay issues.
- iv. The new dean of SSHA attended and consulted with Divisional Council on his priorities.
- v. The shared governance retreat will be held on October 30. CAPRA Chair McCloskey is attending.
- vi. PROC update from Senate Vice Chair Monroe: prior to 2020, PROC focused its administrative reviews on single units; last year, PROC began to review process that span various divisions.
- vii. Divisional Council voted to approve the proposed charge for the Faculty Advisory Board pending a minor revision.
- viii. The Senate has a representative on the campus Protest Oversight Group.

III. Consent Calendar

- A. Today's agenda
- B. Draft September 16, 2024 meeting minutes

Action: The Consent Calendar was approved as presented.

IV. Incentivizing Faculty to Increase Funds to Departments

CAPRA Member Kaminsky and VC & CFO Schnier met on September 24 on this topic and Member Kaminsky's draft proposal was shared with CAPRA prior to this meeting and linked on today's agenda.

Member Kaminsky's proposal is that in cases where the administration has already budgeted and allocated an FTE to a department, that department could potentially fill said FTE from the President's Postdoctoral Fellowship Program (PPFP) pool and, so doing, save the university \$80,000/year for the first five years of the new hire's employment. In other words, the university would receive \$80,000 a year, for up to five years, having already budgeted for that line.

Member Kaminsky informed CAPRA that he and VC & CFO Schnier had a thorough discussion of this proposal but did not agree on some elements. VC & CFO Schnier pointed out to CAPRA that this budget matter is at the discretion of the EVC/Provost and not the institution. While he supports the idea of incentive structures, he recommends that CAPRA speak with EVC/Provost Dumont before submitting the proposal to Divisional Council. He added that EVC/Provost Dumont is currently paying for hiring decisions made in the past, so it is important to look at the time dimensions of the budget commitment contained in this proposal.

CAPRA members agreed that any policy on the PPFP program needs to take into account the fiscal realities of the campus. Members discussed the fact that the supply of individuals in this

program varies across disciplines. VC & CFO Schnier pointed out the opportunity cost involved in using these funds. CAPRA members also discussed hiring individuals in the PFPF in an open faculty search if there is no other process for hiring them.

Action: Chair McCloskey will speak to EVC/Provost Dumont about the draft PFPF proposal. The draft proposal will be submitted to Divisional Council in the future.

V. CAPRA Vice Chair's Report – *Mike Beman*

A. TAS work group updates

Last year's two work groups focused on the size of the pie and the allocation of the pie while also examining historic patterns. It is a complicated issue, as every part of the TAS budget is connected to other parts of the campus: enrollment, graduate student funding, new academic programs, faculty and lecturers, and curriculum delivery. CAPRA Vice Chair Beman mentioned that the two TAS work groups issued reports last semester. (These reports were not received by the Senate Executive Director.) He added that the current TAS work group will submit draft principles to CAPRA for discussion at the October 14 committee meeting.

Action: CAPRA Vice Chair Beman will share last year's two TAS work group reports with CAPRA. He will also share the draft principles – still being discussed by the current work group – for discussion at the October 14 CAPRA meeting.

VI. CAPRA AY 24-25 Goals and Priorities

CAPRA Chair McCloskey shared ongoing and new goals.

Ongoing:

- Mid-to-high priority – increasing departmental staff. Currently, both SSHA and SoE have about one staff member per two departments.
- High priority – faculty FTE data.
- High priority – TAS budgets. CAPRA Chair McCloskey will ask EVC/Provost Dumont or VC & CFO Schnier about data on growth in the administration compared to faculty.

CAPRA Vice Chair Beman mentioned to CAPRA that VC & CFO Schnier issued a memo about the TAS budget. This memo was not received by the Senate Executive Director.

Action: CAPRA Vice Chair Beman will share the memo with CAPRA.

New:

- Graduate student tuition and fees
- Centralized policy on pre-award spending

CAPRA members suggested that VC & CFO Schnier may be able to address the two aforementioned points.

Action: CAPRA Chair McCloskey will circulate the list of draft goals to CAPRA members. CAPRA will also ask VC & CFO Schnier about graduate student tuition and fees, and a centralized policy on pre-award spending.

VII. Executive Session – *Voting Members Only*

A. Proposed Anthropology & Heritage Studies Graduate Group Proposal

Action: CAPRA’s memo on the proposal will be transmitted to the Senate Chair by 5:00 pm on Tuesday, October 1.

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

Attest: Kara McCloskey, CAPRA chair