

Committee on Academic Planning and Resource Allocation (CAPRA)
Minutes of Meeting
September 6, 2018

Pursuant to call, the Committee on Academic Planning and Resource Allocation met at 3:00 pm on September 6, 2018 in Room 360 of the Kolligian Library, Chair Jessica Trounstone presiding.

I. Consultation with Interim Provost/EVC

Interim Provost Camfield shared with CAPRA members that he previously initiated a data-gathering process to judge the effectiveness of the multiple committees established by the campus over the years. He found that several committees have overlapping functions and memberships. In addition, he discovered that nearly all committees included high-level administrators and lower-level administrative support, but no mid-level coordination. Camfield announced that would like to restructure campus administration such that the upper layer of governance and administration (which includes Senate faculty leadership) can focus on envisioning long range planning and longer time horizons and anticipate needs, while a middle layer coordinates and implements the vision, and remains in constant communication with those in the upper level. His goal is to create a predictable process of campus planning, with stable and clear criteria.

Camfield requested CAPRA's assistance in implementing these changes. He suggested that the committee has, in the past, been more focused on the resource allocation component of its mission and less on the academic planning piece. He also asked what CAPRA wants to be consulted on, and on what timeline.

The CAPRA chair pointed out that one of the biggest challenges in the past has been the major shifts in goals from year to year, and changes in driving principles. As a result, CAPRA and others have had to react to these new initiatives, and react to the new structures that were built to support these initiatives. Once these initiatives were concluded, the structure remained but was no longer utilized. The chair asserted that the campus needs a larger vision that allows for changes and new goals to exist within a lasting structure. Regular goals and stable timelines to carry out those goals would be greatly beneficial.

In response to the Interim Provost's question about items on which CAPRA wants to be consulted, CAPRA members identified academic planning, but emphasized that academic planning is a shared, Senate-Administration process. The CAPRA chair pointed out that over the past two years, the committee has succeeded in working with the Provost to begin the faculty FTE allocation recommendation and allocation process earlier than normal so that disciplines that recruit early are not disadvantaged. The

committee hopes to continue this process and that this earlier timeline becomes regularized.

Continuing the discussion on items for CAPRA's consultation, the CAPRA chair related to the Interim Provost that for the last two years, the committee has been briefed on the campus budget through regular consultation with the VC for Budget & Planning. The committee is also kept informed of campus space allocation by consulting with the Director of Space Planning & Analysis. Both of these consultations will continue this year.

In its last conversation with the previous Provost/EVC in spring 2018, CAPRA agreed to continue engaging in the following in AY 18-19:

- school reorganization process
- logistics of faculty moving into new 2020 space and the backfilling of existing space
- instructional and campus budgets

Interim Provost Camfield voiced agreement, and asked for a formal memo from CAPRA that identifies these priorities.

Action: CAPRA members to each assemble lists of priorities for review and discussion at the September 20 meeting. Once a list of priorities are established, CAPRA will send a memo to the Interim Provost/EVC.

II. Campus Budget Work Group

The AY 17-18 Budget Working Group is being reconstituted for AY 18-19. Faculty nominees are sought from CAPRA, CoR, UGC, and GC.

Action: CoC will be informed that CAPRA's nominee is Mukesh Singhal

III. Chair's Report

Chair Trounstine reported the following:

- the Senate will be kept informed of the implementation of the systemwide plan to increase faculty salaries.
- CAPRA will continue its process from previous years with regard to campus and systemwide items, i.e. the committee will assign one lead reviewer per item
- CAPRA conflict of interest policy was revised last year. Chair Trounstine encouraged members to review it and to voice any concerns over the policy.

IV. Senate Vice Chair's Report

Senate Vice Chair Kelley attended the August 28 Division Council in CAPRA chair Trounstone's place, and updated CAPRA members on the following:

- A proposal for the Gallo School of Management will be submitted to the Senate. Division Council discussed the Senate's expectations for the planning process and the development of procedures to review the impending proposal.

V. Consultation with Director of Space Planning & Analysis

Director Saunders announced that the campus space allocation plan should be distributed to the campus by Friday, September 14 or Monday, September 17. After the plan's distribution she will consult with departments and department chairs, and with Senate committees (she will return to CAPRA on October 4) on details of the plan. Final space decisions must be made prior to the end of this calendar year, particularly on Lab 2A and Lab 3A. The campus will continue to maintain Castle as it is a valuable resource for faculty research. Director Saunders and her team are now working on backfill space projects and developing funding for them. In response to a CAPRA member's request, Director Saunders agreed to share as much information as possible about these backfill projects when she attends the October 4 CAPRA meeting. She looks forward to continued consultation with CAPRA.

VI. Consent Calendar

Action: today's agenda, and the May 17, 2018 meeting minutes were approved as presented.

VII. Campus Review Items

- Committee on Rules & Elections (CRE) revised voting policy. In AY 16-17 and AY 17-18, CRE drafted "Recommended Voting Policies in Academic Personnel Cases" for review by Senate committees. After receiving several comments from Senate committees and Division Council, CRE has again revised its policy for review.

Action: Senate Chair will be informed that CAPRA declines to opine.

- University Extension's proposal for non-degree certificate in child development and care. As per section II.C. of the policy, the Senate is asked to consider the following when reviewing a proposal for a non-degree program put forth by Extension: *Senate Committee members should ask questions if there are concerns about the credibility of a content area, intended audience, or selection*

of courses to be included in a non-degree program, or resource impacts on existing (non-Extension) academic programs.

A CAPRA member was assigned as lead reviewer.

Action: CAPRA to discuss the lead reviewer's comments at the September 20 CAPRA meeting. CAPRA's memo will be sent to the Senate Chair by the end of the day on September 20.

VIII. Memo from Faculty to Administration on Research Computing Space

CAPRA received a letter drafted by a group of faculty on August 27, 2018, addressed to the administration, requesting the rehabilitation and utilization of an unused space in SSM for faculty research computing. Subsequent conversation revealed that the space may be owned by IT and that IT will work with the appropriate individuals to reassign that space.

Action: CAPRA to send a memo to AVC of IT Ann Kovalchick requesting an update.

IX. Executive Session

No minutes were recorded, and no action items were identified.

There being no further business, the meeting adjourned at 4:30 pm.

Attest: Jessica Trounstine, CAPRA chair