

**MINUTES**  
**COMMITTEE ON PLANNING AND BUDGET**  
**Meeting of October 5, 2006**

**Present:** Chair Susan Gillman, Ray Gibbs, Emily Honig, David Evan Jones, Tracy Larrabee, Karen Ottemann, Grant Pogson, Ravi Rajan, Faye Crosby, Quentin Williams, Gabriela Sandoval, Alegra Eroy-Reveles, Bryant Mata, Mary-Beth Harhen

**Guests:** CPEVC Dave Kliger, Vice Chancellor Meredith Michaels, AVP Charlotte Moreno, Dean Georges Van Den Abbeele, and History Chair Lynn Westerkamp

**Members Items**

Chair Gillman provided clarification of CPB's recommendation on the TOE request reviewed by the committee last week. She stated that all committee correspondence is located on the committee's password protected site.

**CPB Committee Assignments**

Committee assignments for external and program reviews, building committees and administrative committees were finalized. CPB looks at the following criteria when reviewing program proposals:

- Resources to support the program (faculty and workload)
- Enrollment Management (faculty, students and facilities)
- Graduation plan (feasibility within a realistic time frame)
- Adequate staffing
- Infrastructure

**Budget and FTE Allocation – Reviews 06-07**

There was an overall budget discussion of the importance of the relationship between long range planning and the approval of short term FTE requests. CPB discussed the 2006-07 budget allocations made by CPEVC Kliger. Replacement FTE's will need to be used strategically in light of the campus moving towards steady state. CPB addressed thresholds for determining the amount of time spent reviewing FTE. The different types of types of FTE are open, assigned, reserved and filled. The status of the FTE is important because it affects the flexibility of the division.

**Conditions for Growth**

One of CPB's main foci this year will be constructing conditions for growth. Initial ideas for conditions for growth include:

- Establishing Metrics
- Student/Faculty Ratio
- Quality of Student Education
- Quality and distribution of Faculty

- Research Conditions
- Conditions for Graduate Growth

The Committee agreed to discuss this issue with CPEVC Kliger on a weekly basis.

### **Consultation with CPEVC Dave Kliger**

CPEVC Dave Kliger updated CPB on progress made by the administration. Several senior management positions have been filled, including three new deans, the Vice Chancellor of Research and a new University Relations group. In the recent past the administration has focused on building campus infrastructure, and it is now time to use that infrastructure to increase funding.

The Long Range Development Plan (LRDP) has been approved, and the draft Campus Academic Plan has been distributed. VPAA Galloway would like to have the plan in place by the end of the academic year. The Partner Hire Task Force Report has been distributed, and CPEVC Kliger stated he would like to issue a formal policy during Winter quarter. A high priority for CPEVC Kliger is reaching a common understanding on the conditions for growth. Issues he expects to work on with CPB include:

- Enrollment planning
- Resource management
- Budget process; the Budget Policy Advisory Committee (BPAC) has been developed to work on a five-year budget process.
- Diversity Study by the Committee on Affirmative Action and Diversity
- VC Student Affairs and Dean of the Arts Recruitments
- Silicon Valley Center (BinRidi, SOM and other professional schools)
- Monterey Bay Education, Science, and Technology (MBEST) Center

CPB discussed several issues regarding the School of Management (SOM), including cost and revenue projections. It was noted that segments of the campus may not be represented in the planning group, and there may be a need to include a wider range of disciplines in the Social Sciences. CPB's key point is to maintain that funding must in place before the School is launched. The Committee also stated that forward funding should not come from the campus general funds. CPB will request that VC Carl Walsh provide the numbers for SOM and include the justification and rationale for revenue and costs.

### **Consultation with CPEVC Dave Kliger, Dean Van Den Abbeele and History Chair Lynn Westerkamp**

This recruitment is a replacement in nineteenth-century US history, with an additional requirement of evidence of transnational work; as such, it would be compatible with the potential TOE hire. All future recruitments will have a transnational focus, in line with the identified direction of the Department. Looking at US History in a world context is the new current in history, and a junior hire represents the best level for the Department. CPB suggested that the position should be thought about in relation to other departments in the division to create cross fertilization and, to this end, that the search committee might include a faculty member from an allied department. The Dean advocated

instituting this practice within the Division, noting that it is already in place on other UC campuses. A letter to CPEVC Kliger with CPB's recommendation on this recruitment is forthcoming.

**CPB Pro-active Agenda for 2006-07**

- School of Management Proposal – review finances
- Reserve FTE held centrally – improve communication with committees that approve the curriculum. (Because these committees have Senate plenary authority over the curriculum, the question is whether their approval can be conditional on budgetary aspects that fall under the advisory capacity of CPB.)
- Consistency in Divisional Academic Planning.
- Measures for Excellence that can cross divisions.
- Interdisciplarity
- Structure for Divisions, Departments, Administration and Senate Committees
- Faculty Salaries
- Faculty Recruitment and Retention
- Proportions for Administrative and Academic Growth
- Divisional Sizes (in the Academic Plan)