

**COMMITTEE ON PLANNING AND BUDGET
MINUTES
January 14, 2016**

Present: Abel Rodriguez (Chair), Ólöf Einarisdóttir (*ex officio*), Adrian Brasoveanu, Loisa Nygaard, Rick Prelinger, Danilyn Rutherford, Bruce Schumm, Marilyn Walker, Jin Zhang, Guillermo Rogel (Undergraduate Rep), Matthew Mednick (Senate Director), Esthela Bañuelos (Senate Analyst)

Absent: Don Brenneis (*ex officio*), Cormac Flanagan, Whitney De Vos (Graduate Rep), Hannah Tuong (Undergrad Rep)

Member's Items

The Metrics subcommittee provided an update on its work to date.

Member Prelinger reported that the Arts Dean search has begun. Candidate visits are expected in spring.

The Senate Vice Chair provided an update on the SEC meeting of January 12, 2016. She reported that the committee discussed the Summer Academy Report and the Learning Support Services Report. Major specific admissions was also discussed.

Post Consultation Discussion: Capital Planning

The committee continued its debrief of its January 14, 2016 consultation with VCPB Delaney and Director Draper on capital planning for the campus. The committee reviewed its draft memo to the EVC communication key concerns of the committee regarding prioritization of capital projects, as well as specific process suggestions.

Consultation: VPDUE Hughey

The committee consulted with VPDUE Hughey on admissions strategy/timeline and planned use of waitlists for fall 2016.

VPDUE Hughey presented preliminary enrollment targets. He noted that the campus is seeing an increase in academic indicators, African American enrollments have decreased, and in the last year saw increases in yield of top GPA band applicants. He presented the strategy for next year and the forecast variables for California students, noting these are models for whether students will accept our offer and not student success.

A member raised that use of forecasting and consultants has been helpful in getting the campus to a base level, but moving forward the campus will need to build its own expertise. VPDUE Hughey agreed and noted that Institutional Research & Policy Studies (IRAPS) will run parallel models, with the expectation that in one to two years, the campus will transition to its own modeling. Members raised the possibility of seeing the transition sooner rather than later.

A member asked VPDUE Hughey's perspective on gating majors at admissions. VPDUE Hughey responded that most other campuses take into account majors. Our campus doesn't have any programs that are sending in proposals for impacted majors. At our campus, the gating opportunity is the end of the second year, unless, he noted Senate regulations are changed.

Members also raised a question about Summer Academies, and noted that the recent report addresses academics but not resources. VPDUE Hughey responded that summer is generally self-funded.

Consultation: CP/EVC Galloway

The committee consulted with CP/EVC Galloway on the status of current administrative searches, capital planning, and enrollment mandates for fall 2016. VCPB Delaney attended the consultation.

VPDUE Proposal: Class Times and Final Exam Block Reduction

The committee reviewed Vice Provost and Dean of Undergraduate Education Richard Hughey's proposal for a reduction of class meeting time, passing time, and duration of the standard final examination block. More specifically, it proposed 1) a reduction in class meeting time by five minutes for courses that meet three times a week and ten minutes for those that meet twice a week, a reduction in transit times for M/W/F courses from the current twenty to fifteen minutes; and the addition of three new time slots for instruction, 2) a reduction in time block for final examinations from three to two hours, an increase in the number of days set aside for final examinations from four to five days, and the introduction of an "opt-in" system for final examinations.

The committee remarked on the desirability of this matter being brought up for a discussion, and possibly a vote, at the next Academic Senate meeting. Members noted that if the Senate spends a lot of time on relatively small matters and then allows substantial changes to take place without notice or discussion, the faculty can over time lose faith in the consultative process.

The committee noted its support for a reduction in class meeting times by five or ten minutes per class and decrease in the passing time from 20 minutes to 15 minutes. It also supported the introduction of a class time on MWF from 4-5:05. However, members raised concern about running courses later until the night (until 10:35pm) on M/W, citing safety concerns, transportation issues, issues with access to Instructional Technology support, potential issues with Lecturers and Teaching Assistants, more likely to teach late evening time slots, with contract negotiations, and potential impacts on student success. The committee also reviewed member collected data that showed the latest of the currently available time slots (T/Th 8-9:45pm) is only minimally utilized.

The committee supported the increase in the days scheduled for final exams from four to five. Members supported an "opt-out" vs the proposed "opt-in" system for final examinations. Members did not support the decrease in time for final examinations from three to two hours. Finally, the committee noted that the fact that the campus finds itself confronted with this difficult set of choices as it deals with increased student numbers reflects a failure of long-term capital planning. Members noted that the need for a new classroom building, and especially for more large-enrollment classrooms, has been clear for over a decade, yet it appears such a structure has never reached the top of the campus list of building priorities.

The committee expressed appreciation to the VPDUE for providing such a thoughtful set of proposals that they deemed much clearer and more streamlined than the earlier 2012 recommendations. Members also noted their appreciation for the VPDUE's willingness to boldly tackle this complex set of issues.

Pre-Consultation Discussion: VPDUE Hughey

The committee prepared for its upcoming consultation with VPDUE Hughey on the state of Undergraduate Education.

Planning: January 21 Meeting

The committee briefly discussed planned items for the next meeting.