

**COMMITTEE ON PLANNING AND BUDGET
MINUTES
January 11, 2018**

Present: Carl Walsh (Chair), Ólöf Einarsdóttir (*ex officio*), Kimberly Lau (*ex officio*), Elizabeth Abrams, Doug Bonett, Matthew Clapham, Cormac Flanagan, Jonathan Kahana, Tracy Larrabee, Jie Qing, Nirvikar Singh, Maxine Jimenez (Undergrad Rep), Matthew Mednick (Senate Director), Esthela Bañuelos (Senate Analyst)

Absent: Dan Oliver (Graduate Rep)

Members Items

Member Clapham provided an update on the Advisory Committee on Campus Transportation and Parking (ACCTP) meetings of December 18, 2017 and January 9, 2018. He reported that the upcoming student fee measure was discussed. A vote is scheduled for May, and the language for the referendum is expected to be ready by mid-March.

Chair Walsh provided an update on the systemwide UCPB meeting of January 9, 2018. He reported that topics of discussion included the Governor's budget, which is expected to include a 3% increase for UC instead of the anticipated 4% and no expected tuition increases, as well as a task force the Chair of UCPB is putting together to address funding equity across campuses. While state funding inequities were addressed through rebenching, differential nonresident enrollments across campuses have served to increase inequalities in funding.

Members noted that VCPB Delaney's flowchart on the FTE 18-19 timeline indicates that the Vice Provosts provide analysis to the EVC on the FTE proposals. Members expressed the view that it would be useful to see the analysis from this group to inform CPB's review and recommendations.

Internal Guidelines: CAPM Waiver Requests, Second Hires

During the 2015-16 year, CPB revised its existing guidelines on review of second hires and Target of Excellence waiver of open recruitment proposals, as well as developed guidelines for review of spousal/partner waiver of open recruitment proposals. At that time, then Chair Rodriguez held meetings over the summer of 2016 with former APO AVP Peterson, who after consultation with then EVC Galloway, suggested revisions to CPB's draft guidelines.

APO has now contacted CPB, asking for the committee's review of their new proposed CAPM reflecting the discussion between CPB and APO on the revisions. Given the length of time between the revision of the guidelines and the CAPM proposed revisions, as well as the change in administrative leadership, Chair Walsh decided to bring this issue to committee. The committee reviewed the guidelines in context of the current and proposed CAPM 101.000 and decided to inquire further about adding language to campus policy on reporting the department vote for support of proposed waiver of open recruitment requests.

Internal Audit Report: Carry Forward Deficits

CPB reviewed the Audit and Management Advisory Services (AMAS) internal audit report on Divisional Carryforward/Deficit Balances. The report finds that "campus governance and divisional management practices were not in place to optimize transparency and utilization of academic divisional carryforward/deficit balances" and "(t)he lack of common policy and formal training was especially detrimental to the campus during recent periods of turnover amongst key divisional budget roles" in reference to the Office of Planning and Budget. Members agreed to follow up on some of the issues raised in the report with the Vice Chancellor for Planning and Budget and CP/EVC. Director Mednick will pull a

list of reports from the Office of Planning and Budget that in the past have come to CPB but are no longer being provided.

Consultation: VCPB (FTE Overview)

The committee consulted with Vice Chancellor for Planning and Budget Delaney on her annual FTE overview presentation.

VCPB Delaney provided a general overview elaborating on the materials provided to CPB, and clarified that budgeted faculty FTE is a control figure in budget from Office of the President. The campus typically keeps 10% open; smaller campuses have a lower percentage of filled faculty. She noted that unfilled FTE usually includes faculty lines under recruitment, or are used to provide soft money to hire lecturers, or are held for start up. Members raised several questions during the discussion. One member asked about the I&R allocation. VCPB Delaney responded that I&R is not as big as salary and is different by division, and that she could get those figures for CPB as a follow up. She also noted that she is working on getting an update of where all the restored faculty FTE were allocated as a follow up (she noted that rebenching has restored all hallowed FTE). VCPB Delaney also agreed to provide CPB with a summary of differential divisional growth over the rebenching period. Finally, she noted that the instructional load summary and course audits information has been updated.

Mid-Cycle Reports

The committee reviewed mid-cycle reports for the departments of Ecology and Evolutionary Biology (EEB) and MCD Biology in preparation for recommending length of review cycle for the next external review of each department. CPB recommended an eight-year cycle for EEB's program review, and further, commended the department for its planning and preparation for the Coastal Biology Building transition, noting that its process should be considered as a model for department planning. The committee recommended an eight year cycle for MCD Biology's external review

Proposal for an Undergraduate Concentration in Accounting

With Chair Walsh and member Singh recused, the Committee on Planning and Budget (CPB) reviewed the proposal for an undergraduate concentration in Accounting from the Economics department. Members noted the proposal is resource neutral, with an anticipated need of an additional course offering of ECON 116 in two or three years. The committee supported the addition of the proposed concentration.

Planning January 18 Meeting

The committee briefly discussed planned items for its next meeting.