**DRAFT**

CALIFORNIA STATE UNIVERSITY, EAST BAY COMMITTEE ON BUDGET AND RESOURCE ALLOCATION
Minutes of the Meeting of 2016 May 11

Members Present: Nancy Mangold (CBE, COBRA Chair), Tom Bickley (Library), Lonny Brooks (Communication), Paul Carpenter (Kinesiology), Monique Cornelius (Budget, Presidential Appointee), Julie Glass (CSCI), Jiansheng Guo (CLASS), Audrey Katzman (Academic Affairs, Presidential Appointee), Glen Taylor (CBE), Claudia Uhde-Stone (Biological Sciences)

New Members Present: Dana Edwards (University Libraries)
New Members Absent: Will Johnson (Sociology & Social Services), Kim Shima (Accounting & Finance), Shirley Yap (Mathematics)

Guests: Lindsay McCrea (Associate Director of Semester Conversion), Mark Robinson (Assistant to the Academic Senate Coordinator)

1. 16-17 Organizational meeting
New members have been elected: One vacancy from CEAS remains
   Dana Edwards (University Libraries), Will Johnson (Sociology & Social Services), Kim Shima (Accounting & Finance), Shirley Yap (Mathematics)

Elect Chair
MSP Taylor, Bickley
Nancy Mangold will serve as Chair of COBRA for 2016/17

Elect Secretary
MSP Taylor, Carpenter
Uhde-Stone will serve as Secretary for Fall quarter 2016

2. Approval of the agenda
MSP Taylor, Bickley

3. Approval of 2016Apr27 minutes
MSP Taylor, Bickley

4. Reports

Report of the Chair
Mangold reported that 2 reports were presented to the Academic Senate as informational item:
- 15-16 COBRA 3 (Executive Summary of the University Revenue and Expense Summary by Fund Group – Year End June 30, 2015)
- 15-16 COBRA 4 (Executive Summary of the University Revenue and Expense Summary by Fund Group – 2015-16 Mid-Year Report
Mangold will present COBRA 5 in today’s meeting; after review, it can go to ExCom by May 24th in order to move to the Academic Senate as informational item.

Report of Semester Conversion (Lindsay McCrea)
- Overlays are on the Academic Agenda this coming Tuesday (May 17); people are encouraged to attend the meeting for support.
- There is general support for time modules with University hour; now there are 3 models (2 with University hour) that will be presented to Academic Senate.
- Stirring committee will meet this Friday (May 13)
  - Restructuring of Stirring Committee
  - Ramping up PeopleSoft angle of Semester Conversion
  - Consideration to invite COBRA member to future Stirring Committee meeting
- “Tips for Academic advising document” developed for new and continuing students
  - Mangold: who will be doing the advising
  - McCrea: GE and major advising will be key; now it is time to think about “mapping out” transitions.
  - Guo: any budgetary consideration for faculty advising?
  - McCrea: there may not be additional budget for this; could be considered part of regular workload.
  - Glass: there is some money, not clear if some will be used to compensate faculty advisors
  - Katzman: what faculty should do is prepare an “advising proposal”
  - Guo: Sometimes, a little acknowledgement, such as some money to pay faculty for extra advising load, makes all the difference.
- Glass: How about CSULA, did they have a surge in enrollment, increased retirement?
  - McCrea: Implications of conversion can be difficult to foresee. For example, lecturers at CSULA were concerned there would be less courses for lecturers, but due to increased retirements, there was an increased need for lecturers.

5. Business Items:
   a. Review COBRA 5 – Summary of 2015-16 CSUEB Division Budget for Academic Affairs, Administration and Finance, and Student Affairs
Mangold reviews COBRA 5, which is based on Audrey Katzman’s report (COBRA meeting 2016Apr27) on the budget as of July 2015. Mangold explains that there were slight differences between Katzman’s and Debbie Shaw’s presentations, due to differences in what they included.

Discussion, suggestions
- under challenges, include
  - increase of benefits
  - on-going challenges for classroom upgrades

MSP Taylor, Bickley, approved as amended
Mangold will do revisions and send to ExCom

b. University Advancement budget presentation (Tanya Hauck was not able to attend)

Mangold goes over the document. Because Tanya Hauck is not present, some aspects of the budget are not included.
Guo: What is the purpose of this report? Can we move on if it is incomplete?
Katzman: Even if incomplete, the report should go out

Suggestions for changes:
- A2E2 is problematic, because not all A2E2 money goes to Academic Affairs.
  - use footnote to explain A2E2
- “Office of the President” should be changed to “Office of the President/ITS”
- Asterisk to footnote for “Centrally budgeted”
- Reorganization of rows from highest to lowest percentile

6. Adjournment
MSP Carpenter, Bickley

Respectfully submitted,
Claudia Uhde-Stone
2016, May 11