CALIFORNIA STATE UNIVERSITY, EAST BAY
COMMITTEE ON BUDGET AND RESOURCE ALLOCATION
Approved Minutes

Date 1-28-2015

Members Present: Tom Bickley (Library), Monique Cornelius (Budget, Presidential Appointee), Mary Fortune (CEAS), Jiansheng Guo (CLASS), Audrey Katzman (Academic Affairs, Presidential Appointee), Nancy Mangold (CBE, COBRA Chair), Glen Taylor(CBE), Nancy White (CEAS)

Guests: Sophie Rollins (Academic Senate), Darrell Haydon, Glenn Perry, Jason Singley

1. Approval of the Agenda as revised.
   a. M/S Fortune/Guo. Approval of Agenda with a request to move Jason Singley’s presentation to 3:30 p.m. and have Darrell Haydon present first.

2. Approval of 1-23-15 Minutes
   a. M/S: Fortune/Guo. Meeting minutes from 1-14-15 were approved.

3. Reports
   a. Report of the Chair
      - Mangold updated COBRA on the Classroom Upgrade Focus Group. Bridget Ford will serve on the focus group as a representative for Contra Costa Campus. Robert Phelps was unable to serve but recommended Holly Vugia who already volunteered. The task group is now complete and Nancy sent the list to all members. Sophie will inform Jim Zavagno to move forward with scheduling the meetings.
      - COBRA will be involved in the budget part of the quarter to semester conversion. Brad informed Mangold that Glen Perry is in charge of putting together the budget and Mangold invited Co-Directors of the quarter to semester conversion to give COBRA the framework for the conversion. Singley has agreed to come. He will discuss the structure, timeline and how COBRA will be involved.
   b. Report of Presidential Appointees
      There were no reports from the Presidential Appointees

4. Appointments
   a. One Cobra member to ITAC – Jianseng Guo is already serving as representative for CLASS and will serve as COBRA member to the ITAC committee also.

5. Old Business (This area was moved to the end of the agenda)

6. New Business:
   a. 7/1/14 – 12/31/14 Financials – AVP Darrell Haydon
      i. Darrell Haydon (AVP, Finance) presented the 6 month financial report for 7/1/14-12/31/14. Haydon reminded COBRA of the following: there was a small distortion in numbers due to the timing of revenue received in December but the expenses will follow; the university paid $1,168,000 in over enrollment assessment for 2013-14 to the Chancellor’s Office; the parking fund equity was raised for a new parking structure which is currently on hold due to litigation; CSU East Bay receives about 1.4 million in lottery funding and have allocated the majority of that for Library acquisitions; there was 2 million set aside this fiscal year for classroom renovations.
      ii. Haydon also presented a year to year revenue and expense comparison and gave an update on the 2015/16 Budget Cycle.
iii. Mangold informed COBRA that she has invited Brian Cook to come and speak regarding University Extension on February 28th.

iv. Mangold requested that the future finance fall presentation include the fund equity balances in the presentation.

v. COBRA requested and Mangold confirmed the request to see a report displaying expenditures by Division.

b. Semester Conversion (Co-Director Singley)

i. Singley informed COBRA that some directors have been appointed by the Provost in consultation with the Executive Committee. Singley and Eileen Barrett are appointed as Co-Directors. The Steering Committee will consist of about 9 faculty members, 7 administrators, 2 students and are in the process of recruiting a staff member. That committee is in charge of setting the overall plan for this task. The assistance and work of some existing committees is will be needed.

ii. COBRA report on Semester Conversion

Singley informed COBRA of two documents that were developed on campus to study the quarter to semester project. The first report is the COBRA subcommittee report which was prepared in 2013 and is a tremendous help.

iii. Quarter to Semesters, Planning to Plan March 2012 report.

The second report was a report prepared by Carl Bellone. This report is a parallel report and more focused on the administrative task that have to be done.

iv. Both are on the website and Jason encourages everyone to take a look at the reports.

v. The priority right now is how to fund the departments to do the work and transition curriculum to semester based system. That needs to start right away and be completed by next year.

-Singley distributed 2 documents

(1) Models for Department Budget Allocations and (2) Models for Curricular Review Budget. Singley reviewed and explained the COBRA model vs the Bellone report model and showed the difference in cost. He also showed examples from CSU Pomona, Bakersfield and CSU LA.

vi. Singley confirmed that faculty currently get 12 wtu standard unless there is another arrangement with your Dean or Chair. Singley stated the Provost is insistent he is not going to have faculty choose a particular unit structure for their classes and expects some variations. Singley and Perry reminded COBRA and faculty to think about our students and how this could disadvantage the students. A reduce in faculty teaching load would be a significant increase in the university’s financial obligations. There is the possibility of reducing the teaching load by increasing the SFR.

vii. GE requirements and graduation requirements will be reviewed and determined.

The GE subcommittee will have a document by the end of spring quarter. Due to time, we need to move forward without knowing every detail and be ready when more information is available.

7. Adjournment: 4:08 p.m. M/S: Katzman/Guo