**DRAFT**
CALIFORNIA STATE UNIVERSITY, EAST BAY COMMITTEE ON BUDGET AND RESOURCE ALLOCATION
AMENDED Minutes of the Meeting of 2016 Feb 24

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

Members Absent: Monique Cornelius (Budget, Presidential Appointee), Glen Taylor (CBE)

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

1. Approval of the agenda
   MSP Glass, Bickley

2. Approval of 2016Feb10 minutes
   MSP Katzman, Guo

3. Reports

   Report of the Chair
   The Year End Report on the Progress of the “Classroom Planning Study and Classroom Design Standards; California State University East Bay: 21st Century Classroom Plan” project was presented to Excom and the Academic Senate. At both levels, similar issues were raised.

   Issue #1: Budget
   The Academic Senate wants to see a detailed spreadsheet of costs. However, at this time, we don’t yet have a detailed budget. Facilities AVP Jim Zavagno has been asked to appear at Academic Senate to detail the budget.

   Discussion
   Katzman: Initial 10 Mio budget was to do basic renovation, painting.
   Guo: the budget does not even include solving the problems with air-conditioning.
   Glass: we should think about the advantages of a few high-tech rooms as opposed to all rooms having a baseline standard; what option will be more beneficial?
   Brooks: Do we have any information from the Chancellor if there may be additional money available for future classroom renovations?

   Issue #2: Need for bigger class rooms
   The Year End Report on the Progress of the “Classroom Planning Study and Classroom Design Standards states: “Faculty is planning for the imminent transition from quarter to semester schedule within the CSU system by anticipating larger class sizes.” This statement raised concern both in Excom and the Academic Senate.

   Discussion
Guo explains: A concern was raised during informal subcommittee discussion that conversion to semester may increase the need for larger classrooms, and these comments made it into the final report.
Mangold: Excom wants this part addressed.
Glass: we may need higher level of mid-level classrooms.
Katzman: breaking down classroom walls was initially discussed, but considered out of scope for this round of classroom renovations.
Katzman explains that there is an ongoing discussion to improve classrooms. Some classrooms may only need slight improvements.
Brook: do we need any more clarifications for the academic senate what we mean by large class sizes; we don’t need extremely large classes, but classrooms with about 60 seat
Mangold: this may be a point that can be discussed between sub-committee and facilities, to explain the future interest in renovations of larger classroom.
Guo: In regard to the classroom sub-committee, there may be some confusion who is on the sub-committee, can we send a list with all names?
Sophie: will re-send list of all sub-committee members

Provost will visit COBRA on Mar 9 to discuss how budget will get distributed.

**Report of Semester Conversion (Lindsay McCrea)**

Jason Singley is no longer co-director of Semester Conversion Committee; search for replacement.

GE funding proposals review has been completed, and decisions have been made; letters have been sent out.
SLOs have been reviewed by academic senate; as soon as signed by president, these will be available.
2 listening sessions will be held on Social Justice and Sustainability; input is invited.
Glass: there is a new, streamlined form for GE course approval.
Also, information on GE overlays, which will allow for flexibility for students. There will be a total of 3 overlays, 3 units each.

Mitch Watnik has presented four time modules for the purpose of feedback; 2 models have university hours included, 2 modules don’t.
Mangold: does COBRA want to know more about these time modules?
Consensus: yes
COBRA will invite Mitch Watnik for March 9, 3-4 pm, to present the four time modules.

Guo: money is allocated for student advising on semester conversion, but a lot of advising will be done by faculty. Will there be money allocated to support faculty?
McCray: The main push for advising will happen from now to 2018; advising is funded heavily from now to Fall ’18.
Guo: from experience, the heavy advising occurs during the transition
Glass: GE lines up well, area and unit-wise. Heavy advising burden will be most likely in the discipline-specific areas.
McCray: Helpful tools to aid the advising, such as course-audit and degree-audit. Some bridge-courses may be needed for students to stay on track during the transition from quarters to semesters.
Katzman: money in budget, e.g. for advising, can be moved around as necessary; faculty release-time for advising is a possibility.

4. Business Items
   a. DRAFT 15-16 COBRA 3: Executive Summary of the University Revenue and Expense Summary by Fund Group – Year End June 30, 2015

MSP Glass, Carpenter
Approve and, after adding some clarifying call-outs, move forward to Academic Senate as informational item

Mangold explains some points of the report:
2014-2015 comparison of sources, reason for differences; reduction of student fees because summer 2015 went to extension; however extension will later reimburse University.

Student fees make about 50%, state funding about 39%, other sources about 11%. Guo: why do we only get 40% state-funding, while other CSUs get 60%
Carpenter: a different way to look at it is that it is good if the “other sources” are large
Katzman: the student fees include state grants, fees that we never actually receive. State requires to report these as income, and later subtract state grants in expenditures, rather than just reporting the net values.
Glass: suggests to add some call-outs to the report to explain some of the typical points of confusion.

73% of funding is tight to salaries and wages. Financial aid reported as an expenditure: 12%. 15.2% for operating expenses.
Question: who decides how money gets allocated within the CSU system?
Katzman explains: state appropriation is given out in increments, based on history. Another portion of money is allocated by the Trustees, based on history and predicted enrollment growth.

Carpenter: budget report seems a good summary. More interesting would be, what are some projections? What are some of the things we should be looking out for? Do we see possible concerns for the future?
Glass: we are just recipients of this information
Mangold: There are 3 budget reports per year, a previous budget, a current budget, and future budget report. This last report deals with issues and challenges for the future, but the timing when this report is given is usually too late in the year for COBRA to discuss.

Carpenter: can we make any recommendations for future? Such as prioritizing, for example classroom renovations?
Report at least to the Provost what our priorities are on the academic side

Guo: would like to see some type of report and analysis that details the needs and could be used for prioritizing. Than we can decide if we agree with the prioritization; may allow us to be more creative?

Mangold: suggests that Paul could lead such an effort.
Glass: we could ask, what are the categorical expenditures, start from there?
Paul: it would be interesting to know what the University President thinks. In some places, President will visit the budget committees occasionally.

Question: How does money get allocated within CSU?
Mangold: Budget allocation works different for business and academic planning. For business: each year all units are asked to provide lists of needed projects; these get prioritized according to “planning for distinction” ranking. Academic planning; also use “planning for distinction” for prioritizing to re-allocate money, but each College can do this differently. Ranking is done by the Deans of Colleges, rather than the Provost.
Glass: categories would be bigger than in planning for distinction. Rather than evaluation programs, categories could be such as “hiring is important”. Mangold, Katzman: Chancellor Office Special Money Initiative will be used to hire tenure track faculty.

5. Adjournment
MSP Bickley, Brooks

Respectfully submitted,
Claudia Uhde-Stone
2016, Feb 24