CALIFORNIA STATE UNIVERSITY, EAST BAY
COMMITTEE ON BUDGET AND RESOURCE ALLOCATION
APPROVED Minutes of the Meeting of January 24, 2018

Members Present:  Nancy Mangold (CBE, COBRA Chair),  Jiansheng Guo (CLASS),  Kim Shima (Accounting & Finance),  Monique Cornelius (Budget Office, Presidential Appointee), Rafael Hernandez (Academic Affairs, Presidential Appointee), ZaNean McClain (Kinesiology), Liz Ginno (Library),  Shirley Yap (Mathematics)

Members Absent:  Paul Carpenter (Kinesiology) Will Johnson (Sociology & SS)

1. Approval of the Agenda – Agenda was approved.  
MSP Guo/Shima

2. Approval of 1-10-18 minutes – Minutes were approved.  
MSP Yap/Guo

3. Reports
   a. Report of the Chair
      • Nancy reported that there was a show of the pop-ups for the CORE building.  Nancy will follow-up with Mark regarding recommendations and the next steps.  Right now people are seeing the pop-ups without any explanation.  COBRA should be involved in order to give recommendations.
      • There is continued discussion on the workload.  The Provost says they are still exploring alternatives to consider the reduced workload.  The current budget does not support a decreased workload.  There is teaching workload, service workload and research workload.  The research workload has to come from the teaching workload or the service workload at this time.  The only way to achieve this would be to increase enrollment for many classes which is not feasible right now.  One option would allow the Colleges to work within their budget and consider some kind of reduction in workload.  The Dean has the authority to adjust.
      • The Provost also announced, based on the workload task force recommendation, there will be a 33% increase in class size.  This runs into the facility problem of not enough classrooms to accommodate.  The Provost is to asking the College Deans to facilitate this within their budget and to make the process clear and transparent in how the workload is done.  The other options are to make curriculum changes or use on-line vs. in person for the mode of teaching.

   b. Report of the Presidential Appointee
      Monique had no report.
      Rafael had no report.

   c. Report of Semester Conversion
      They are on time according to the PeopleSoft Project Manager.  The Steering Committee included the university hour recommendations referral memo and will be reviewed in ExCom next week.  The Steering Committee Faculty Development Committee is ongoing workshops to assist Faculty in the preparation for the courses for semester.

   d. Report of Academic Affairs Budget Advisory Committee
      No report.
e. Report of ITAC
   No report.

4. Business Item
   a. Discuss 2017-18 Budget Highlights for COBRA 2
      • Thank Monique for drafting the report for the Budget Highlights. Nancy has reviewed the report and made some revisions.
      • Nancy distributed the report for COBRA to review.
      • COBRA reviewed the report and made recommended changes.
      • Monique agreed to make suggested changes and email to Nancy.

   b. Discuss budget priorities for 2018-19
      COBRA discussed is the committee should make budget recommendations including what we see as the budget priorities from Faculty. It was agreed to discuss and make priorities in Spring once the Division and Academic Affairs presentations are made.

5. Adjournment
   MSP Guo/Ginno