TO: The Academic Senate

FROM: Committee on Budget and Resource Allocation (COBRA)

SUBJECT: 09-10 Year-end Report to the Academic Senate and Recommendations to the President

PURPOSE: For Information to the Academic Senate

ACTION REQUESTED: Acceptance of the 09-10 Year-end Report and COBRA Recommendations

BACKGROUND INFORMATION: The primary activities of COBRA this year consisted of ongoing budget discussions, as well as presentations by and discussions with heads of university units as outlined below. The passage of the Committee by-laws, proposed in 2008-2009, to change the service requirement from 4 to 2 years. The Committee was not able to promote the scheduled quarterly meetings of UPABC, but will put full effort into that endeavor AY 2010-2011 by working closely with the new Provost.

**Budget Discussions and Plans**

After a year of anticipating the consequences of the down turn in the budget allocations to CSUEB, this year the effects of these cuts have been felt across campus.

After much planning in 2008-2009 the beginnings of the cutbacks began in the Summer Quarter of 2010 and have continued through the 2009-2010 academic year.

The Academic Senate appointed a taskforce for Academic Reorganization Summer Quarter 2010 that continued its work Fall 2010 and submitted a report to the Executive Committee. The Chair of COBRA was a member of this taskforce that collected input from the faculty.

COBRA worked to inform the Interim Provost in the Fall Quarter about continuing UPABC meetings. These meetings have been quite informative over the last 3 years. There were two UPABC meetings, in which many important topics were discussed and presented to the faculty. We encourage the new Provost to continue with the practice of convening UPABC meetings.

Staff layoffs began in Winter Quarter 2010. No tenure/tenure-track layoff occurred. Over half of the lecturer faculty were lost because of cutbacks in course offerings.

Summer Quarter 2010 classes will be run through DCIE with increased fees.

Computer services are being cut deeply and an ongoing study of student access to computers is still ongoing. The university library is going to be further utilized as more and more computer labs are closed.
The Athletics budget is 1% of the Academic Affairs budget. COBRA plans to verify this figure in AY 2010-2011 and to invite the administrator in charge of Division II sports to report on the budgetary impact of Division II sports on Academic Affairs and on student fees.

The Committee will work with the new Provost in AY 2010-2011 to ensure an adequate funding model for Academic Affairs.

Other areas of concern:
Chair release time needs to be evaluated along with salaries.
The loss of and discontinuance of programs needs to be monitored closely by the university to account for the direct impacts of the budget cuts that have been made.

**Summaries of Presentations by and Discussions with University Units**

**November 13, 2009: Interim Provost Dorer**

**December 4, 2009: Vice President, PEMSA, Linda Dalton**

**December 4, 2009: Executive Director, DCIE, Brian Cook**

**February 5, 2009: Chair of the Concord Campus Advisory Committee, Robert Phelps**

**April 2, 2010: Interim Associate Provost, Linda Dobb**

**April 2, 2010: University Librarian, Linda Dobb**

**April 16, 2010: Provost, James Houpis**

**April 16, 2010: Director of Athletics, Debby De Angelis**

**May 14, 2010: Associate Vice President, Academic Programs and Graduate Studies, Sue Opp**

**2008-09 Documents from COBRA and Forwarded to the Academic Senate:**

**08-09 COBRA 1 Policies and Procedures for Committee Operation**
This document revised the description of the goals and duties of COBRA and was passed by the Senate. However the recommendation that membership terms be changed from 4 years to 2 years, and that Chair terms be changed from 2 years to at least 1 year, required passage of a change to the By-laws of the Senate. These changes occurred this year.

**Unfinished Business**

The multi-year goal of COBRA has been to develop a deeper understanding of the roles of different units on campus, as well as an understanding of performance metrics used by those units, to facilitate comparisons and analyses of budgets and a comprehensive view of the financial side of the institution. As part of this process,
• 2006-07, COBRA received reports from Academic Affairs, Information Technology Services (ITS), Enterprise Operations and the Foundation (EO&F), Planning and Enrollment Management (PEM), and Administration and Finance (A&F).

• 2007-08, COBRA received reports from Continuing and International Education, Student Affairs, and University Advancement. Because budgeting, particularly in times of fiscal uncertainty, changes year-to-year, COBRA again received reports in 2007-08 from ITS, PEM, and A&F.

• 2008-2009, last year, we received a report from Facilities Planning and Operations, as well as updated reports from A&F, and EO&F.

• 2009-2010, we received reports from 9 units, including a report from the Athletics Director.

Three issues were not resolved this year:

1. COBRA will approach the University Foundation for a follow-up report about improvements to its policies and practices with Faculty. COBRA plans to follow the Provost’s efforts to collect information and to develop plans with faculty input Summer 2010.

2. COBRA must communicate strongly the importance of the UPABC meetings to the new Provost. As reflected by the fact that there have been no UPABC meeting since the end of Fall Quarter 2009. The need for another such meeting is growing and the Executive Committee of the Senate has proposed a different venue for a similar type of discussion at the end of Spring Quarter 2010.

3. COBRA will complete its follow-up with John Charles and Linda Dobb about the results of the universities study on student computer access.

**COBRA RECOMMENDATIONS FOR THE PRESIDENT**

COBRA continues to recommend the continued openness with and inclusiveness of the faculty in the university budget planning processes and with the budget cuts and with layoffs.

COBRA continues to encourage the enhancement of internal University communication of budget plans, priorities, and changes.

COBRA again advocates this year, in accordance with the President’s message to the campus community that identified the core functions of the university as “starting with direct instruction, student access, and academic quality” (CSUEB Communiqué, January 9, 2009), we recommend that instruction be the first and foremost consideration when the University budgets are being developed, modified, and implemented.

COBRA would like to thank the President for providing excellent appointees to the committee.