Members Present: Jeanette Bicais, Kris Erway, Mike Hedrick, Gary Li, Fung-Shine Pan, Carol Reese, Aline Soules, Eric A. Suess (Chair)

Members absent: Hongwei Du, Peg Winkelman

1. Approval of the agenda – MSA
2. Report of the Chair

Chair Suess reported that the vision of the budget crisis is currently being revised to include adding sections of courses and expanding enrollment. The university will continue to build undergraduate courses to balance the undergraduate and graduate enrollment. Advising would not receive any additional dollars.

Other COBRA members contributed to the budget conversation with the following major points:

- Wait lists can be filled with students enrolled through Open University.
- Under the current accounting, lab and lecture classes are linked and have the same FTEs. In the reorganization there will be a distinction between the two.
- Target for freshman/transfer students is 2,000. Social media will be the means for spreading the word to increase enrollment.
- There will be a committee to investigate instituting student fees for classes (e.g., labs).
- Provost Houpis would prefer to explain the details of his budget model in person. He will be presenting the model to COBRA on 10/15/10.
- Self-Support Summer (SSS) did not have FTEs; yearly target excludes SSS.
- SSS accounting difficult. Ask Provost (not Brian Cook, VP of DCIE) about the SSS revenue and revenue stream.
- Ongoing, reliable funding is favored over one time funding for lectures.
- Academic Affairs will receive $1.4 in lottery funds. The Chancellor’s Office is changing the model for lottery money.
- Faculty research will be emphasized; a university research committee has been selected.
- Chancellor’s Office is examining a well defined pathway that is articulation between community college transfers and the CSU System in which the CSUs will accept 60 transfer units thereby allowing students to graduate in four years.
3. Review of the policies and procedures for committee operation.
   Handout, *University Planning, Assessment, and Budget Committee*, outlines the change in term from 3 years to 2 years.

4. Review of last year’s end of the year report.
   Last year’s report is on the COBRA website. Changes use Track Changes. No discussion about the report.

5. Discussion of people to invite Fall 2010 and this year 2010-2011.
   - Provost Houpis will present his budget model 10-15-10. He should be invited multiple times.
   - Invite VP PEMSA, Linda Dalton, and Provost Houpis to attend at the same COBRA meeting: meeting target and SSS financial implications
   - Associate VP Finance, Debbie Brothwell: to answer questions on budget model and SSS
   - Linda Dalton: plans for meeting target next year
   - College Deans: plans for meeting targets next year

6. Change in UPABC: only the COBRA Chair will be a member of UPABC; other COBRA members may attend.
   Informational item (handout, Provost revised September 23, 2010)
   Eric encouraged all COBRA members to attend the UPABC meetings. It is an open meeting. The Provost reports budget items to the university members and there is open discussion.

7. Review of the Committee Policies and Procedures and addition of language regarding a CCAC liaison and the UPABC membership change *(on sharepoint and on the COBRA web page)*
   This is the first time a COBRA member will be on the Concord Campus Advisory Committee (CCAC). Jeanette Bicaïs volunteered.
   Layoff committee discussion tabled.

8. Information Items to COBRA:
   a.) Audited financial statement for CSUEB 08-09 (on SharePoint) (statements for the other CSU campuses are posted to the CSU web page)
      Eric asked what is useful in the statement. Carol Reese answered statements are consolidated about the CSU System. It is helpful to look at the footnotes. Kris Erway added that the statement reports legal basis, real time money, and amount of unrestricted money. It shows big changes, such as buildings and salaries, because the assets increase. Carol said the statement also focuses on what relates to the university, not just Academic Affairs. When Eric asked who is the CSU EB contact, Kris responded Darrel Haydon, University Controller.
   
   b.) Foundation Biennial Report – (on SharePoint)
Aline said this report is a recent executive order for audit; Chris Brown is the contact at CSUEB.

9. Discussion of the idea to request all Chairs of Academic Departments and Programs to account for all cuts in the last two years.

To track the losses to Academic Affairs, Eric suggested surveying the Chairs via email, “What have you lost over the last two years?” For example, last year 36 faculty members chose FERP status, to retire, or to move to another university. CSU EB now has 330 faculty members. There were 330 in 2006. The increase through hiring has now diminished and the university has the same number of faculty members as years before. Is the lost even across all the colleges? COBRA can add what CSU EB has lost because of the budget cuts to the end of the year report.