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

Approved
Minutes of the Meeting of May 6, 2005

**Members Present**: Dana Edwards, Kris Erway, Bonnie Ho, Terry Kelly, José López (Chair), Karina Garbesi, Nancy Mangold, Bruce Trumbo

**Members Absent**: Armando Gonzales, Saeid Motavalli, Don Wort

**Visitors**: James Kelly, Richard Metz, Julia Norton, Don Sawyer

1. Approval of the Agenda

   Agenda approved with the addition of a budget update by Metz as Item 3.

2. Approval of the Minutes of the April 15, 2005 Meeting

   Minutes approved as corrected.

3. Budget Update – Metz

   Metz reported that there is no significant new news on the budget, and that after the May Revise everyone will have a better idea of what we might expect. However, the Governor is expected to submit the May Revise on time and to fund the Compact agreement made last year.

4. Report of Ad Hoc Committees

   Recovery Plan- No report. The preliminary report was enclosed with Agenda.

   Continued Review COC/COBRA Sessions- López is preparing a draft summary report which will be distributed to COBRA members before the next scheduled meeting. The final version will be part of the COBRA report to EXCOM.

   COBRA/CRUMBS- The Ad Hoc Committee is reviewing the FIRMS reporting format before making a final recommendation.

   Faculty Survey- Ho passed out a revised form of the survey which incorporates some of the suggestions made at the previous COBRA meeting. The goal is to have an analysis of results by the last COBRA meeting of the year. J. Kelly offered to distribute the survey though the Office of Academic Affairs.
5. Tenure Track Allocation Process

Norton announced that CAPR has been asked by EXCOM to finish the TT hiring timeline document this year. There has been an attempt to include COBRA in the process where appropriate, and CAPR desires feedback from COBRA. T. Kelly discussed the preliminary document he had distributed to COBRA members, and stated that COBRA still has many steps to take before it can finalize its recommendations, considering that COBRA has just begun to address this process, and is still gathering data from faculty via the Faculty Survey.

Sawyer reminded everyone that Provost Clark had discussed these changes in the process with COBRA two years ago, and that these changes are basically being followed now, in order to streamline the hiring process. CAPR and EXCOM are now trying to codify these changes in the formal documentation. The process has been approved by the President, the Deans, EXCOM, and CAPR. EXCOM would like to receive COBRA’s approval of the documentation as well. Garbesi stated that COBRA wants some sort of statement in the document about faculty participation in the hiring process: can COBRA realistically recommend a statement now? López stated that COBRA needs more time for study and analysis of the feedback it is receiving this year, and that COBRA cannot provide its final recommendations at this point in time. Sawyer stated that the process as it stands includes faculty input. Garbesi felt that this is not appropriately stated in the document. T. Kelly stressed the importance of having the appropriate language in the document that will refer to, for example, official consultative processes. COBRA is not ready to make its recommendations, and was previously informed that the document would be finalized next year. COBRA would like to have substantial support and input, but is unable to provide this now.

Sawyer stated that it was Provost Clark’s expectation that this timeline process document would be a CAPR document, not a COBRA document, and that CAPR basically wants approval from the appropriate parties. COBRA can have input later, as documents can be revised when necessary. Trumbo added that the faculty had agreed to Provost Clark’s process, which is already in place and not in need of ratification. This needs to go to the Senate now: it would be foolish for COBRA to delay this process for another year. Garbesi agreed that the document needs to go forward to the Senate. She introduced a motion for COBRA to examine the document and provide input within one week to the CAPR Chair, and at a later date provide additional suggestions for incorporation in the document. The motion passed unanimously. Norton said that this makes perfect sense and looks forward to any suggestions.

T. Kelly suggested an immediate change: move part C (“If necessary, the Executive Committee and/or COBRA will review with the Provost the determination of the first round allocations”) into part A (“In March, the Provost will prepare the first round position allocations to Colleges and Library based upon a number of factors, for
example, fiscal analysis and separation data available up to that point.”) Garbesi suggested dropping the “If necessary” statement. Trumbo expressed concern with this change. While wanting COBRA to have a voice in the process, this level of detail might not be practicable. COBRA cannot micromanage all the dollar amounts. López asked COBRA to make a decision on whether to recommend Kelly’s suggested change. Garbesi stated that while COBRA can’t or shouldn’t micromanage, it is essential that it have input. J. Kelly stated that the most important conversations in this process are between the Provost and the Deans first, and then between the Deans and the faculty. T. Kelly said that faculty need to be involved in both rounds. López asked to call the question, but Norton stated that this was unnecessary as she will already change the document to reflect T. Kelly’s suggestion. CAPR is more concerned with ideas regarding the process rather than with specific language. The revised document will be forwarded to COBRA.

Ho asked for clarification in part B under the Fall Quarter heading: does “each program” in the statement “a three page annual report of each program” mean each Department? Norton clarified that is does. López closed discussion of the issue by indicating that COBRA would send comments to Norton.

6. Report of the Chair

López discussed the development of the COBRA reports to EXCOM and to the Academic Senate. The report to EXCOM will take place on May 24, and the report to the Senate on May 31. COBRA members are encouraged to attend the Senate meeting. Sawyer reminded COBRA that this report is allotted 7 minutes on the Senate meeting agenda, although it is likely there will be questions which lead to discussion. COBRA members are encouraged to submit ideas and wishes for these reports to López by Friday May 13. Garbesi recommended that a section on COBRA’s activities and accomplishments during the previous year be included, since this is only the second year that COBRA has been in existence. J. Kelly suggested the inclusion of the praise from the WASC Team for the role of COBRA on the Campus.

On Friday May 20, during the next regularly scheduled COBRA meeting, elections for the COBRA Chair and Secretary for 05/06 will take place. López encouraged COBRA members to consider running for these positions.

7. Adjournment

The meeting was adjourned at 11:00 am.

Respectfully submitted,
Dana Edwards, Secretary