CALIFORNIA STATE UNIVERSITY EAST BAY

Committee on Budget and Resource Allocation (COBRA)

Approved Minutes of meeting January 20, 2006

Members Present: Sam Basu, Dana Edwards, Kris Erway, Karina Garbesi, Armando Gonzales, Jose Lopez, Saeid Motavalli, Nancy Mangold, Sue Opp, James Petrillo

Members Absent: Bonnie Ho

Guests Present: Pablo Arreola, Bob Brauer, Cal Caplan, John Charles, Sonjia Redmond, Norma Rees, Don Sawyer

1. Approval of Agenda M/S/A

2. Approval of Minutes from last meeting (not yet available)

3. Report of the President
   President Rees indicated that Vice Chancellor West had asked some questions in response to her memo discussed at the last meeting. These questions were in regard to the current TT searches underway. President Rees responded with information about what departments the searches were in, as well as information that indicated our FTES are up but number of TT faculty down compared to where we were 11 years ago.

4. Report of the Chair
   Garbesi indicated that both Excom and the Senate have met to discuss 06/07 budget adjustments. At Excom, Hank Reichman suggested that the Senate write a letter to West indicating that any cuts should not be based on a single year of FTES data and that any cut should be paid back over a period of time.

5. Ongoing work AY 06/07 Budget Adjustment
   President Rees will convene the layoff committee because there is the potential for lay-offs of entitled lecturers both due to budget issues (i.e., lack of funds) and/or to hiring more TT faculty for next year (i.e., lack of need). Lay-offs of lecturers could also result in loss of flexibility in scheduling and could impact the need to fill in for research buy-outs and sabbatical leaves. Provost Kelly has asked the Deans to look at the possibility of a 6% cut in funds in preparation for a budget adjustment. Discussion about University Advancement indicated that any funds raised could not be used for operational costs. Lopez emphasized the need for transparency of the process of determining where cuts should occur. The fact that chairs/faculty should be included in decisions made by the Deans was agreed upon.
President Rees indicated it was essential that cuts to instruction minimize disruption of the ability of students to get classes, and suggested part of what is done needs to include looking at such things as when classes are offered. John Charles indicated that CSUEB offers fewer online courses than some other CSUs. Online courses offer maximal scheduling flexibility to students/faculty, and our current online courses typically have long wait lists. Arreola suggested there was nothing to prevent faculty from working more but he was not sure if we could compel faculty, who generally feel overworked, to work more. He also indicated that the most likely effect on lecturers would be to reduce time-base, not layoffs, since most temporary faculty are less than full time. Sawyer suggested we examine what activities could get us results in the short-term, such as increasing LD SFR, in particular increasing the cap on GE courses from 30 to 40. In response, Opp suggested we need to do an analysis of GE vs. other LD courses to be careful not to impact freshman clusters if other adjustments would be made in addition/instead. Gonzales also indicated it did not do any good to raise caps on classes unless there was demand. Petrillo suggested we might want to look at courses with lower enrollment to see if increasing minimum enrollment might help. Gonzales mentioned Deans already look at this, but it varies by college. Discussion about ‘good enrollment management’ strategies ensued, including looking at minimum enrollments, publishing annual schedules, etc. to better understand demand for courses in relation to scheduling. Gonzales indicated that summer quarter is tied up in collective bargaining decisions and that we do not yet know what the rules will be for this summer. Metz emphasized the importance of summer for us in FTE calculations. Rees discussed a variety of factors that have impacted our summer enrollment. Arreola mentioned that more TT faculty teaching summer as banking, rather than XQP, really helps keep down costs. Garbesi brought us back to the question of what recommendations we can make. Discussion ensued about parking fees (projected to run a deficit this year), lottery funds (already added to AA budget as essentially part of base budget), extended education (Kelly will be asked about this), and assigned time (data provided by Gonzales examined). Garbesi said she would invite the Provost and Deans to the next COBRA meeting, and would ask for additional AA budget information, to assist in formulation of COBRA recommendations. Lopez reiterated that we have to be willing to also examine the searches for TT that are currently underway. Rees indicated that the costs of new faculty are not simple to determine. Basu reminded COBRA that it was not part of our charter to create a plan, but rather to provide conceptual recommendations and some ideas of numbers. It is a mistake to think COBRA can come up with a detailed plan for what should be done. Lopez agreed that our approach has been to conceptualize.

6. Next meeting: Friday, January 27, 2006. 9:00-11:00am, PCR.

Respectfully submitted by S. Opp, Secretary