Members Present: Kris Erway, Judith Faust, Karina Garbesi, Armando Gonzales, Janet Logan, Jose Lopez, Nancy Mangold, Susan Opp, Margaret Rustick, Eric Suess, Steve Ugbah

Visitors: Shawn Bibb, Don Sawyer, Bill Dinehart, Mark Karplus, Michael Mahoney

1. Approval of Agenda  M/S/P
2. Approval of the Minutes of the Meeting of Dec 7, 2007. Deferred to next meeting
3. Report of the Chair
   The Governor’s proposed 2008-09 state budget and potential impacts on the CSU were discussed at the last UPABC and Senate meetings. The approach of the CSUEB management team is to manage the University budget (e.g., supplementing revenues and deferring loan repayments, where possible) and keep moving forward as planned, including the hiring of more TT faculty; there are no plans to institute budget cuts, hiring freezes or layoffs. The campus will try to stay on track for increasing enrollments. The need to disseminate this information widely on campus was discussed because this differs dramatically from the messages at other CSU campuses and from how budget difficulties were handled on this campus in the past.

4. Report of President’s Representative (deferred)
5. Michael Mahoney, Provost. (Budget allocation within Academic Affairs, process and plans)

The Provost explained college-based allocation adjustments based on FTES. Any allocation adjustments would not be large but will occur based on combined Fall and Winter quarter FTES in relation to targets. Funding formulas are those developed and presented by past-Provost Martino, but with shifts in funding made mid-year rather than in the subsequent year.

The Provost also discussed the need to look at base budgets, in particular as they relate to issues of space for instruction. Space is and will continue to be an issue, necessitating a number of considerations and possible use of incentives to encourage these options: greater use of Concord, more online courses, shifts of instruction to other locations, etc. Faculty office space is also an issue although formulas indicate there should be enough space on campus. A review from Facilities Management is expected soon.

An equity program for Assistant Professors (and equivalent librarian and coach positions) who started in Fall 2006 or before will be announced soon. This was part of the CBA and is intended to provide salary enhancements for faculty and
equivalents at the lowest ranges of salary. There are no set allocations for individual campuses, and this will not be a merit salary program (like FMI’s were).

Increases in international and non-resident students are being sought because they enhance the multiculturalism of the university in addition to paying non-resident fees. New student housing should be ready by Fall 2008 and additional housing is anticipated after that. Questions were raised about impacts of the increased numbers of international students on basic courses such as English and on faculty and student support systems. These issues and their potential resource implications are being discussed and considered across campus.

6. Discussion: Information needed by COBRA to carry out its mandate.
   - Please be prepared to suggest any deviations from the budget document recommendations outlined in 05-06 COBRA 2, online at http://www.csueastbay.edu/senate/cobra_docs.htm

COBRA discussed budget document needs and agreed that these were largely captured by 05-06 COBRA 2. Erway indicated that the Budget Office plans to continue progress in this direction. The committee agreed therefore to simply reiterate its desire for that to occur. Additional information that is desirable included: the relationship between budget plans and expenditures for a particular year; analysis of 5 year and 10 year trends in expenditures; money spent in relation to FTES in addition to total money spent; instruction vs. administrative budgets. COBRA agreed that continuing to try to use the FIRMS data to examine our campus budget/allocations probably is not useful because our local divisions and expenditures do not match well with the FIRMS categories and because COGNOS reports will now allow examination of data on more detailed levels (although analyses of historical trends will need to be done outside of COGNOS).

7. Continued: Finalize COBRA goals 07/08 (handout w/color)

Budget implications of moving more courses and/or programs online needs to be examined both in terms of direct costs and in terms of support systems for faculty, students, etc.

Added goal: We need to better define and identify major unmet needs that are not captured or fall outside of the plan to close the structural deficit.

Added goal: We need to identify unmet needs of new faculty, and as part of this, need to understand the budgeting processes that occur in departments and may not meet the university goals of transparency. As part of this, we need to explore mechanisms for getting resource and budget input from faculty and staff.

This topic will continue at the next meetings.

8. Next Meeting: February 1, 2008 (VP Dalton)

9. Adjourn

Respectfully submitted,
Susan Opp, Secretary