Total Meetings: 19
Meeting frequency: biweekly; as needed
Average hours of committee work each week: members: varies. Chair: 5-8 hrs/week

Total proposals/items reviewed: 64 (TOEs-2, POPs-0, Endowments-12, others-50)
Total deferred proposals from the previous year: none
Total proposals deferred to the coming academic year: none

Listing of bylaw changes proposed: Davis Division Bylaw 48(C): Committee on Planning and Budget. The proposed amendment changed the title of the center for ex-officio member of the Instructional Space Advisory Committee to the Center for Excellence in Teaching and Learning.

Listing of committee policies established or revised: none

Issues considered by the committee: see Committee’s Narrative below

Recommended procedural or policy changes for the coming year, or general carry-over items:

CPB recommendations for 2011-12:

- CPB would like to examine the Target of Opportunity for Excellence process. This would include reviewing data from the last 10 years. The data would include grants, dept/unit the candidate was hired into, teaching responsibilities, and salary information.

- Any department merger or disestablishment must involve review by the affected members of the Academic Senate and Academic Federation and the administration, as well as input from impacted students, according to the guidelines described in the relevant section of the campus Policy and Procedure Manual (PPM 200-20: Establishment/Revision of Academic Units).

- CPB recommends that there be more faculty participation on F&A/indirect cost policy issues. More faculty participation would allow the campus to come up with a more effective recovery rate on grants. CPB would like to request a revised presentation based on comments from CPB and COR in Fall 2011 before the final rate proposal is submitted.

- CPB would like to request data on all appointments and retentions on an annual basis. These data must include information on salary, research support, start-up and retention packages, and teaching responsibilities.

- It is requested that CPB be involved in both the funding streams and new budget model projects at UC Davis. The committee feels strongly that faculty participation and input is critical to help fulfill the UC Davis Vision for the Future.

- CPB should have a role in the allocation of FTEs. For planning purposes, CPB recommends that departments have a target size, understanding that due to the current budget situation, this may be a goal not a reality.
The Academic Senate Davis Division Planning and Budget Committee (CPB) considered matters regarding policy on academic planning, budget, and resource allocations according to Davis Division Bylaw 48. Ann Orel, the Chair of CPB, also served as CPB’s representative to Representative Assembly and as a member on Executive Council. CPB member Chris van Kessel served as the Committee’s representative on the UC Systemwide Planning and Budget Committee (UCPB) and provided regular updates to the Committee. The two members appointed to CPB’s Instructional Space Advisory Group Subcommittee (ISAG) were: Susan Keen and Kent Wilken.

This section outlines the Committee’s activity in 2010-2011 regarding the following review items:

I. Guests Who Attended CPB 2010-11 Meetings

- Ralph Hexter, Provost and Executive Vice Chancellor
- Kelly Ratliff, Associate Vice Chancellor, Administrative and Resource Management
- John Meyer, Vice Chancellor, Administrative and Resource Management
- Mike Allred, Associate Vice Chancellor of Finance
- Mike Legrand, Director of Cost Policy and Analysis
- Chris Carter, Budget Director, Administrative and Resource Management
- Gary Ford, Director, Summer Session
- Deans and Faculty Executive Chairs:
  - 2/28: Dean Harold Levine, School of Education

II. Endowment, Partner Opportunity Program, and Target of Excellence Proposals

Endowment Proposals Reviewed (12 reviewed):
- Maxine Adler, School of Veterinary Medicine, Genetics
- Maxine Adler, School of Veterinary Medicine, Oncology
- John Ayer, School of Law, Bankruptcy Law
- Robert and Rosabel Osborne, College of Biological Sciences, Evolution and Ecology
- Arline Miller Rolkin, Professorship, SOM: Clinical Effectiveness
- Arline Miller Rolkin, School of Medicine, Health Innovation
- Arline Miller Rolkin, School of Medicine, Informatics
- Arline Miller Rolkin, School of Medicine, Physiology and Membrane Biology
- Arline Miller Rolkin, School of Medicine, Population Health Policy
- Arline Miller Rolkin, School of Medicine, Public Health Sciences
- Arthur H. Rosenfeld, Energy Efficiency
- School of Medicine Dean’s Chair in Medical Microbiology and Immunology

Partner Opportunity Program Proposals (0 reviewed)

Target of Excellence Proposals Reviewed (2 reviewed)
- David Lloyd, English
- Thomas O’Rourke, Civil and Environmental Engineering

III. Business Action Review Items from AS Chair and/or Systemwide

1. GSM: Professional Accountancy Proposal
2. Academic Council and UCLA Resolutions (Downsizing)
3. Post Employment Benefits
4. Merger Proposal: Human & Community Development and Environmental Design
5. Renaming Fees to Tuition
6. UC Senate Membership Task Force Report
7. Proposal to Revise APM 10 and 15 (Academic Freedom)
8. White Paper Suggesting Changes in Management of Animals Used in Teaching and Research
9. PPM 200-45: Graduate Tracking System
10. New UCD APM Section 365
11. CA&ES Sustainable Agriculture and Food Systems Major Proposal
12. Discontinuation Proposal: Avian Sciences Major
13. Redirection of Endowment Funds (CA&ES)
14. CPB Principles for Evaluating Departmental Merger/Discontinuation Proposals
15. Systemwide Review: Policy on Self-Supporting Part-Time Graduate Professional Degree Programs
16. PPM 200-45: Information Technology Shared Service Center Concept
17. CPB Guidelines: POP, TOE & Endowed Chairs
18. Report of the Special Committee on Student Evaluation of Teaching
19. Proposed Policy Changes to Address Hate Crimes
20. Campus Budget & Strategic Planning Update 2011
21. UC Davis Spain Initiative
22. PPM 200-45: UC Davis Active Directory/Unified Communications Design Whitepaper
23. PPM 200-45: I&R Faculty Tracking System (FacTrac)
25. Systemwide Funding Streams Proposal
26. PPM 200-45: HR & Finance Case Management for Shared Service Center Concept
27. Proposal to Suspend Admissions to Textiles & Clothing Major
28. Budget Advisory Committee (BAC) Reports
29. The Graduate School Proposal
30. Proposal to Consolidate the Programs of Film Studies and Technocultural Studies
31. SmartSite Concern
32. Yudof Briefing Slides from Annual Budget Meeting
33. Forensic Science Self-Supporting Program
34. Discontinuation Proposal: Computational Applied Science Major
35. PPM 200-45: Conceptual Review Construction Project Management and Accounting System
36. Entomology/Nematology Department Consolidation Proposal
37. 2011-12 Budget Plan for UC Davis
38. UCD APM Streamlining: Initial Section Review
39. 2011-12 UC Davis Budget Implementation Plan
40. UC Davis-Mars Expanded Strategic Research Relationship Proposal
41. UC Online Education (UCOE) Project Plan
42. Systemwide Review: Library Task Force Report
43. Consolidation of the Reporting Structure SASC and ICC
44. 2011-12 Budget Planning Letter
45. Cost Sharing/Faculty Salary Recovery Whitepaper
46. PPM 290-70: Controlled Substances Review
47. IT Excellence Committee Report Review
48. Community Development Working Professional Cohort Proposal
49. F&A Rates/Indirect Cost Rates
50. Varying Tuitions at 10 UC Campuses

IV. OTHER CONSIDERATIONS AND TOPICS OF DISCUSSION

a. Discussions with AVC Ratliff and Provost Hexter: CPB discussed budget/planning with AVC Kelly Ratliff and Provost Hexter several times throughout the year. Discussion items included, but were not limited to, the following:
   - Discussed the Budget Ideas list including the proposed savings for each proposal on the list
   - Reviewed several Budget Ideas Whitepapers including the Faculty Salary Cost Recovery and Efficiency Ideas: Reduce Numbers of Staff Managers/Supervisors
   - Compared the Budget Ideas with the Budget Advisory Committee (BAC) reports from 2008-09
   - Reviewed the areas and amounts to be targeted for future budget cuts
b. **Faculty Salary Cost Recovery:** CPB sent a letter to Vice Chancellor Lewin regarding faculty salary cost recovery on grants. CPB discussed the issue in May and felt that the issue was very time sensitive since one of the NIH deadlines is in the spring. There was concern that if faculty waited for information to move down from the Deans that time would be lost and opportunities for the current grant cycle would not be used. CPB strongly advised that the Vice Chancellor send notification of the faculty salary cost recovery plan to all PIs and encourage them to redirect part of their salaries to their grants if feasible.

c. **F&A/Indirect Cost Rates:** CPB met with Associate Vice Chancellor Mike Allred and Mike Legrand on June 24, 2011 to discuss the F&A Rate proposal process. The chair of the Committee on Research was also invited to attend the meeting. CPB had several recommendations after hearing the presentation. CPB recommends that there be more faculty participation on F&A policy issues including representatives from CPB and COR. CPB agrees that having faculty input will allow the campus to come up with an effective recovery rate on grants.

d. **Funding Streams/New Budget Model:** CPB discussed the systemwide funding streams project with Provost Hexter and AVC Ratliff. CPB hopes to be involved in constructing the new budget model. Having faculty input and participation is critical. In addition, CPB endorses the FUTURES report and feels that a comprehensive program review process in which the Senate actively participates throughout the process, with CPB, Undergraduate Council, and Graduate Council taking a major role.

e. **Forensic Science Self-Supporting Program:** At the request of Graduate Council, CPB reviewed the Forensic Science Self-Supporting program. Graduate Council conducted its own full review of the program and that report was distributed to CPB for consideration during their review. Overall, CPB recommends that the program costs for each of the self-supporting programs be reviewed annually. In addition, sufficient data to assess true costs and revenue must be supplied to CPB as part of this review process. Furthermore, CPB recommends that an appropriate rate be determined for all the self-supporting programs on campus, (analogous to on and off campus overhead rate determinations for research grants) that the University should charge the programs to reflect the true costs to the University of maintaining these kinds of self-supporting programs.

f. **Department Merger/Disestablishment Principles:** During the 2010-11 academic year, CPB received a number of proposals to merge and in some cases disestablish academic departments and programs. These proposals, in many cases, seem not to originate from academic planning in the Academic Senate, but from the Dean's level, usually in response to budget issues. CPB acknowledges that in this time of budget crisis, there may be a need to prune academic programs. However, CPB believes that there should be principles that guide such a process.

g. **Reallocation of Faculty FTE:** In light of the many department mergers and disestablishment proposals, CPB discussed the establishment of guidelines for the transition period, i.e., while members of a disestablished department remain with the campus. CPB proposes that any shift of a faculty member from a disestablished or merged department to another department must be approved under existing procedures. This involves departmental faculty as well as the college and campus administration. In addition, the following problems must be considered: (1) degree programs, (2) service courses, (3) space, and (4) support budget.

Respectfully Submitted,

Ann Orel (chair), Tom Famula (member), Jack Gunion (member), Jerry Last (member), Jonna Mazet (member), Bahram Ravani (member), Phillip Shaver (member), Julia Simon (member), Chris van Kessel (member), Bob Powell (advisor), John Oakley (advisor), Jim Chalfant (guest), and Christophe Morisseau (Academic Federation Representative)