COMMITTEE ON ACADEMIC PLANNING AND BUDGET
Kit Chesla, RN, DNSc, FAAN, Chair

MINUTES
Thursday, March 13, 2008


GUESTS: Tracey Gearlds, Director, Campus Life Services (CLS) Programs & Services

The Committee on Academic Planning and Budget (APB) was called to order by Chair Chesla on February 13, 2007 at 1:30 P.M. in S-30. A quorum was present.

The minutes of February 14, 2008 were approved.

Chair’s Report
Kit Chesla reported on the following topics:

• Memorial service for Jack Rodnick.
• Updates regarding APB representation to various committees.
• Updates regarding the implementation of the Strategic Plan.
• Follow up items including campus bridge funding programs for schools other than Medicine. If Members believe there is an issue in their School, they should approach the appropriate Dean.

Chair Chesla also reported on the state of the budget.

• There will be no mid-year cuts for UC.
• Control points have been asked to prepare budgets considering a 3% cut and a 7% cut for the academic year 2008-2009.
• The exact nature of the cuts will not be known until the release of the Governor’s revised budget.
• There will be no Chancellor’s Discretionary Funds this year as there is a budget shortfall, and what monies are available to the Chancellor are earmarked for items identified in the strategic plan.
• A-21 relief issues.
• Chair Chesla shared the FY 2008-09 Annual Budget & Planning Review Schedule and encouraged faculty and Faculty Councils to be as involved as possible.
Report from the University Committee on Planning & Budget (UCPB)

N. Oppenheimer reported on the March 11, 2008 meeting of UCPB. The agenda and the minutes of UCPB meetings are available online via the systemwide Senate site at http://www.universityofcalifornia.edu/senate.

Topics covered at this UCPB meeting included the following:

- An announcement regarding the new UCOP President is eminent.
- The WASC report, and the vehement criticism of Regental input and interference in governance.
- “The Cuts Report” is not yet complete and it is hoped it will be sent to the Academic Council within the month.

Discussion of Space Use at Laurel Heights—Helene Lipton, Clinical Pharmacy (On behalf of the Academic Units at Laurel Heights); and Tracey Gearlds, Director, Campus Life Services (CLS) Programs & Services

At the February meeting of APB, the Committee reviewed a Communication to UCSF Academic Senate Chair from Nancy Adler, Director of the Center for Health and Community, on behalf of all academic units at the Laurel Heights Campus (Attachment 1). In this Communication, she expressed the concern of the academic faculty at Laurel Heights regarding the anticipated conversion and loss of auditorium and conference space which has been serving as large academic spaces at this site. There are no other large venues for academic purposes at Laurel Heights (LH).

Nancy Adler has been the speaking on behalf of the Laurel Heights academic units on this issue, but is currently out of town and unable to address this Committee. In her stead, Helene Lipton, Chair of the School of Pharmacy Faculty Council and a faculty member located at Laurel Heights, addressed the Committee regarding their concerns.

Tracey Gearlds, Director of Campus Life Services Programs & Services, is the Director overseeing this program and attended APB and gave an informational presentation including a brief history of Laurel Heights space allocation, constraints on space allocation at this site, possible proposed plans for the conference space now that it is no longer self-sustaining.

At this time, the conference space is under review for repurposing as it is no longer profitable or self-sustaining as is required for such auxiliary spaces (the spaces in question are designated Auxiliary Space). Historically, the conference space at Laurel Heights has been able to meet its requirement to be self-sustaining because the Regents were regular customers for their services. The regents now meet at the new conference space at the Mission Bay campus. Without that income stream, the space must be allocated to other uses.

Also on hand at this meeting was Lori Yamauchi, Assistant Vice Chancellor for Campus Planning, who contributed to the discussion.

Issues discussed included the following:
• There are three meeting rooms in question, there are charges for two of the rooms, but the Regents room on the lower level is available for LH residents use without charge. Charges for the other room are necessary as CLS is required to generate revenue as an Auxiliary enterprise. By the assignment letter to CLS from the Chancellor, these spaces cannot be supported by Chancellor’s funds.

• Lori Yamauchi noted that originally there were meeting rooms on the upper level to be dedicated for academic use, but those were ultimately repurposed to other academic uses.

• It is important to note, contrary to the letter, that there has been no changes to charges or allocation as of yet. There is no proposal on the table for the repurposing of the space, but discussions of possible uses are taking place.

• Some fee-reductions or fee-abatements have been negotiated by some units for certain units.

• In order to reassign this space for academic use, the campus would have to determine the cost of operations, find a budget point and sufficient funds to cover it, and reassign the space to a new entity to manage the space as an academic space.

• LH features conferences situated throughout the campus, but these are small, and there are no classrooms.

• The available space is across the different campus sites needs to be evaluated. Space is a premium at all sites, and conference space such as those at the Mission Bay Community Center and Millberry Union are also managed by CLS and only available for fee. The situation at LH is not necessarily inequitable across campuses. Other specific academic spaces at Parnassus incur a charge if used for non-academic purposes.

• A distinction was raised and a suggestion put forth that the charge for spaces should be based on the purpose for reservation: academic or non-academic purposes. This applies to all spaces, all campuses, including CLS-managed space.

The Committee will seek additional information for review and discussion at the next meeting. Stella Hsu will attend the April meeting and provide additional counsel. The Committee will seek to answer the following questions with the assistance of Tracey Gearlds:

• What classes of space are available on all campus sites?

• What rooms are charged for use and what are the guidelines for such fees?

• How is it determined when a room is created that it be a designated a room for charge or a room for free?

• Are fees for use based on the space or the use?

**Informational Presentation: Parnassus Design Guidelines and Master Plan Draft—Lori Yamauchi, Assistant Vice Chancellor, Campus Planning**

Lori Yamauchi gave an informational presentation regarding the Parnassus Design Guidelines and Master Plan Draft. The slides from this presentation are attached as Attachment 2.
L. Yamauchi solicited comments and recommendations of the Committee to items and issues presented in the Master Plan Draft. Comments included nighttime pedestrian/faculty/staff safety, possible traffic circle in front of the School of Dentistry for shuttle turnaround. L. Yamauchi also encouraged additional contribution from faculty and this Committee. Paul Green volunteered to participate on the Parnassus Campus master Plan Advisory Committee.

**Updates from the Task Force Reviewing Cost Overruns and Proposal for a New Department of Emergency Medicine — Deborah Adey**

Considering time issues, the task force updates from Deborah Adey have been tabled to the April meeting.

**Review of Faculty Role in Budget Planning**

Chair Chesla discuss formal Academic Senate representation and involvement in budget planning, and the areas in which the Academic Senate is involve in conjunction with the Administration. Chair Chesla also reviewed a 2002 memo from then APB Chair Stan Glantz which detailed how the Senate and the Committee should be involved in campus and budget planning.

The Faculty Council Chairs present discussed the manner and extent to which their Deans solicited or engaged review and comment from their faculties or Faculty Councils. The 2002 Stan Glantz memo details what the Deans should be providing to the Faculty Councils.

**Old Business**

None.

**New Business**

None.

Chair Chesla adjourned the meeting at 3:30 P.M.