Committee on Academic Planning and Budget  
Kit Chesla, RN, DNSc, FAAN, Chair

MINUTES  
Thursday, June 11, 2009


ABSENT: K. Chesla (Chair), C. Apfel, S. Barclay, F. Brodsky, E. Fuentes-Afflick, H. Lipton, C. Shiboski, K. Topp, C. Tsourounis, E. Vermillion

GUESTS: Eugene Washington, Executive Vice Chancellor and Provost; Wanda Ellison-Crockett, Assistant Provost; Heather Alden, Director, Office of the Academic Senate; Mark Laret, Chief Executive Officer; Susan Moore, Interim Chief Financial Officer; Sam Hawgood, Interim Dean, School of Medicine; Michael Hindery, Vice Dean, School of Medicine; John Featherstone, Dean, School of Dentistry; Susan Schultz, Associate Dean, School of Dentistry

The Committee on Academic Planning and Budget (APB) was called to order by Vice Chair Gold on June 11, 2009 at 1:30 p.m. in room N 217. A quorum was present.

The minutes of May 28, 2009 were approved.

Chair’s Report  
Chair Chesla could not attend today’s meeting, but reports that Tuesday night, June 9, the Executive Budget Committee (EBC) heard from the final groups and discussed the evaluation process. Chair Chesla reported the following to Vice Chair Gold via e-mail:

1. There was a mild frustration with the overwhelming amount of dollar requests. Some raised the question whether there was an equal sense of urgency in all control points regarding the seriousness of the budget crisis. This because many units are asking for new funding for new initiatives, and because in the long run, by asking for new and permanent funding some units might actually increase their incomes during this request.

2. There was an acknowledgement that in this review, there was not the possibility of examining in a rigorous manner the efficiencies of each group. (And one hoped that they had internally built in all necessary efficiencies before coming forth for money, but that there is not actual data on this.) EVC Gene Washington indicated that we currently lack the systems to evaluate efficiencies across control points.

3. The EBC expressed general agreement that the previously stated principles for evaluation needed to be closely adhered to. Particularly the principles that only mission-critical requests should be honored. The Chancellor explicitly stated that there were things in the EVC presentation that fell into the category of ‘nice’ such as the Ombudsperson position, which is new. And that this was a position that he long felt was important, but that there never was funding for it, and that there didn't seem to be now.
4. The issue of “temporary” versus “permanent” requests. This is a significant issue. The 12 million are temporary funds, but many of the requests are permanent fund requests. This is true for almost every group. For example” (to use a small school example) Dentistry (or Pharmacy or Nursing) is asking for relief from the 7% to 11% cut to preserve faculty positions. This cannot be construed as a temporary request. In fact it is the general intention of the $12 million: to relieve units that will be seriously hurt by across the board percentile cuts. The problem is, that some of the requests for new initiatives are also requests for permanent monies, for example the Cores.

In general, the group decided that they had to keep in the requests for permanent cuts, because to take those off the table would take some of the (perceived) most pressing needs off the table. So all requests are considered and there will be a process of dealing with the budget during the next three years to figure out how to deal later.

5. The decision process: The group found the rating system to be too complicated. The EBC elected to go for a simple rating of yes or no. Each person is supposed to submit their ratings of yes or no until they reach 12 million dollars. This forces members to make the hard choices that are actually upon us. APB could elect to have a different process. Although Chair Chesla is inclined to do the same “yes or no” system (and include the sub-groups rationale) but how APB choose to evaluate and make its recommendations is actually up to the group.

6. APB has a more pressing time frame for review. APB must discuss and make its recommendations in the single meeting, next Thursday June 18, 2009. APM members may want to have a preliminary ranking via e-mail so they can begin to get an idea of the will of the group. This interim ranking would be managed by Wilson Hardcastle in the Senate office.

7. The Office of Finance (Angela Hawkins) has additional documents to be distributed. These include the RBC “Vote Sheet” and collection of brief summaries for each request. This documents will be forwarded to the Senate office and then to the members of the Committee as soon as possible.

8. Sometimes the presentations that are made in person do not exactly map onto the requests that are in the documents on the electronic file. Angela reassures me that the bottom line is always the same, but that in their presentations some control points cut the numbers differently for presentation. What I would urge people to do is to use Angela's staff's summaries for clarity. The presentations in her two documents are in alignment (the summaries with the votes).

9. Finally, Chair Chesla would like everyone to acknowledge that this is the FIRST TIME for everyone in this open budget process, and we are learning the process as we go. There are likely things we will change next time, but this has been a reasonably open and enlightening process of learning.

**Report from the University Committee on Planning & Budget (UCPB)**
No report. Agendas and minutes are posted to the UCPB Web page.

**Budget Presentation: Executive Vice Chancellor, Provost**
Eugene Washington, Executive Vice Chancellor and Provost; Wanda Ellison-Crockett, Assistant Provost; Sally Marshall, Vice Provost Academic Affairs; Joe Castro, Vice Provost Student Academic Affairs; and Heather Alden, Director, Office of the Academic Senate presented the Committee with their budget plans and requests to the Chancellor’s stimulus funds.

These materials are considered confidential and are not attached to these minutes.
Budget Presentation: Medical Center
Mark Laret, Chief Executive Officer and Susan Moore, Interim Chief Financial Officer presented the Committee with their budget plan. The Medical Center has no requests to the Chancellor’s stimulus funds.

These materials are considered confidential and are not attached to these minutes.

Budget Presentation: School of Medicine
Sam Hawgood, Interim Dean, School of Medicine and Michael Hindery, Vice Dean, School of Medicine presented the Committee with their budget plan and requests to the Chancellor’s stimulus funds.

These materials are considered confidential and are not attached to these minutes.

Budget Presentation: School of Dentistry
John Featherstone, Dean, School of Dentistry and Susan Schultz, Associate Dean, School of Dentistry presented the Committee with their budget plan and requests to the Chancellor’s stimulus funds.

These materials are considered confidential and are not attached to these minutes.

Discussion of Budget Presentations and Review Process
The Committee discussed how they might best evaluate the funding requests and make their recommendations to the Chancellor.

There was a push for a more qualitative response rather than a quantitative one. The recommendations to the Chancellor should include a philosophy of priority, and could be considered and structured as a letter from this Senate committee to the incoming Chancellor.

Priorities included the support of existing faculty and absolute core activities, and any central funding relief would best be spent to help the campus and benefit the faculty and the institution as a whole.

Members will send comments regarding priority philosophies to Vice Chair Gold who will collect them for the next meeting. Wilson Hardcastle will send a grid suitable for ranking and members will rank items 1 to 5 (5 being the highest) to frame the discussion and evaluation next week.

In the interest of confidentiality detailed budget information is not being send via the Listserv. Members who were absent and need detailed budget information are asked to e-mail Warren Gold who will share these documents from the EBC directly with members (the analyst will be out of the office until Tuesday or Wednesday).

Old Business
None.

New Business
None.

Vice Chair Gold adjourned the meeting at 4:20 p.m.

Senate Staff:
Wilson Hardcastle, Senior Analyst
wilson.hardcastle@ucsf.edu; 415/476-4245