Campus Council on Planning and Budget Meeting  
Dec 7, 2022, 11am – 12:30pm, via Zoom

Council Members Present: Jason Naranjo (chair), Shauna Carlisle, Nora Kenworthy, P.K. Sen, Peter Brooks, Joe Ferrare, Stefanie Iverson Cabral, Gowri Shankar

Guests: Casey Mann, Jin-Kyu Jung

Welcome, Check-in, Adoption of Minutes
• Minutes approved

Senate Committee on Planning & Budgeting (SCPB) Check-in
Casey Mann and Shauna Carlisle, UWB reps on SCPB

Mann and Carlisle provided overview of some of the issues/items that SCPB has discussed thus far this year:
• Request from UW Dentistry to raise fees to support international dentistry students was mainly supported by SCPB
• Discussed unit adjustments and the ways in which UW does raises for faculty (regular merit, extra merit, unit adjustment, retention raises)
• Considered request from UWT international student & scholar services office to raise fees on international students to fund that office. SCPB raised concerns, asked for further justification. Proposal has not returned
• Reviewing Unit Adjustment proposals. One-page that lays out in broad terms the units plan for the adjustment. Does not include specifics and each unit is given 10 minutes to discuss in SCPB meeting

Mann and Carlisle provided context for what SCPB meetings are like:
• Agendas are very full, leaving little time for open discussion
• Can be difficult to get momentum on items outside of agenda or to talk about the budget holistically or about mechanisms to move money from one area to another as there are many competing interests
• SCPB is not an elected body so there are no minutes, and it is entirely advisory
• Meetings are an opportunity for Provost to have discussion with key leaders
• UWB faculty on SCPB do not represent UWB, they represent the enterprise
• SCPB is not where legislative ideas are proposed, that would be Senate Executive Committee
• SCPB chair appoints members of SCPB. UWB working on figuring out the best way for UWB to provide input into that appointment to ensure continuity in UWB representation across time. Thinking is that it should be someone in the GFO. Someone with experience with budgets preferred.

DISCUSSION:
• Need to think about faculty compensation more broadly (housing, childcare, tuition benefits, etc.). Institutions similar to UWB already offer these benefits to their faculty
  o Naranjo will provide Mann with data on Oregon university system benefits. Mann will bring to SCPB chair and request item be added to future SCPB agenda
• Regarding Unit Adjustments
  o There is a central pool of money at UW Seattle that is pushed out to fund adjustments. UWB has never received any of those funds in the past but should not stop requesting, providing rationale
    ▪ In the past, UWB was explicitly told that the central funds were solely for Seattle-based units, but UWB should keep asking, especially with next Provost coming soon
    ▪ Need to create a paper trail of faculty asking for what they want and the responses they receive to those requests
Still need demographic data in order to look at equity in terms of unit adjustment. Carlisle submitted a request for data from UW Seattle, it is being elevated. Should also consider UWB gathering demographic data directly and creating database

**Unit Adjustment Update & Discussion**

- Unit Adjustment needs to be a standing item on CCPB agenda and UWB should be submitting a proposal for every unit adjustment. Even if denied, having the paper trail as to why is valuable for reporting back to faculty
  - Need to establish process wherein the call for unit adjustment proposals goes to the GFO Chair in addition to the Chancellor/VCAA
  - CCPB begin working on proposal each Spring and have final version ready for review by Chancellor at the beginning of each Fall quarter
  - Establish process (involving EFCs) for soliciting core concerns from faculty. UWB can only submit one proposal so it will be important to identify common causes
  - CCPB needs to have full understanding of budget – have paper trail
  - Important for CCPB to help the Chancellor see Unit Adjustments as a high priority
- Carlisle explained that UWB did not submit a unit adjustment proposal this year because:
  - The agreed-upon formula from last year was applied and, due to that formula being problematic, results showed no faculty were compressed
  - The Chancellor indicated that there were no funds available for an adjustment
- Based on what GFO has recently learned (proposals can be for a range of issues - not just compression, there is a central fund for unit adjustments at UW Seattle, CCPB subcommittee will review/revamp the problematic formula), there is no reason for UWB to not submit a proposal for every unit adjustment. Even if denied, the paper trail documenting what was asked for and why it was denied is important
- Need to have conversations with schools to establish what the bigger long-term goals of adjustments are as those can help guide the short-term issues
- CCPB has formed sub-committee to work on identifying peer institutions. VCPA indicated that there is a campus committee also working on this and said he will share their draft comparisons list
- Work of the CCPB subcommittee reviewing the unit adjustment formula may be changing in light of the new understanding that unit adjustments can be requested for things other than compression

**Administrative Budget Request**

- This agenda item was moved to January agenda

Minutes submitted by Dawn Moncalieri  
Meeting ended at 12:30pm  
The next CCPB meeting will be Jan 11, 11-12:30pm