

## **Campus Council on Planning and Budget Meeting**

January 29, 2020, 11:00 a.m., UW2 327

**Present:** David Socha, Wolf Yeigh, Sharon Jones, Mike Stiber, Keith Nitta, Shauna Carlisle, Peter Brooks, Adrian Sinkler, Gowri Shankar, Nora Kenworthy, P.K. Sen

### **Approval of Agenda and Minutes**

Agenda approved.

December 4, 2019 meeting minutes approved.

Socha opened by welcoming interim GFO program coordinator, Dawn Moncalieri, as well as members and guests to first CCPB of 2020. Noted that guests Dean Krishnamurthy and Camelia Bejan were unable to attend and will be rescheduled to join a future CCPB meeting.

### **Expenditure Policy Recommendation**

Discussed recommendation. Purpose is to ensure appropriate guidance for deans and institution on managing budgets within the new RCM model. VCAA and RCM seeking feedback from schools. Does this recommendation make sense? Concerns? Suggested changes?

- Recommend changing name to “Operating Policy” or “Operating Guidelines”
- Might be helpful to provide description/rationale for each bullet. What were the benchmarking, financial modeling, other methods used?
  - Info available on previously shared PowerPoint
- Numbers intended to be extreme limits, a guideline, a safety measure, a planning tool, not a target. Goal is to give schools flexibility but not change the culture of the campus.
- Very permeable fence, not a rigid barricade.
  - Schools will, however, need to have conversations/consultations if going beyond guidelines
- Be clear in message as to whether a policy or a recommendation.
- Consider what might be missing. What isn't here that we might want to protect against?
  - Possibly add student and faculty well-being and retention metrics.
- Consider adding Q&A. Why campus-wide vs. school by school?
  - Vastly different schools, could be optimizing on individual level but failing collectively. Expect each school to create their own school-wide guideline/policy
  - Although moving toward schools having autonomy, schools and deans should communicate with each other
  - These guidelines provide a common denominator at the campus level. For benchmarking, a campus-level common playing field is necessary. This will not be the only source of info
- Once the Chancellor approves the guidelines, VCAA will immediately contact schools and request that each school creates its own guidelines by a certain date
  - Regular reporting, by school and collectively throughout the year. Dashboard of metrics will be included in those reports
- These guidelines, benchmarks, supports will help deans, campus, individual programs when putting together new or refreshing existing programs. Suggestive, not directive. Will periodically be revisited

- Chancellor suggests annual dashboard reporting, common fields, develop a standard, show metrics and transparency. School-wide reports.
  - Need to come to common definitions, understandings or what we want to track and collect. Come to consensus on numbers we are comparing.
- Concern about FYPP being held to same standards.
  - FYPP numbers will go down with some courses going to IAS
  - Discussion/vote from collective faculty on horizon on FYPP issues. VCAA can't decide that
- Why are numbers different on different slides?
  - Data came from UW and they collect differently than UW Bothell does. The UW data was used because UW Bothell data was not available but will moving forward

Socha thanked everyone for discussion and invited all to share any further comments/thoughts with him in the coming days

### **Planning Reports Document**

Discussed this document. Deans and FYPP need regular and consistent data. Timing of decision making and data coming did not match each other well. Effort made to create table (shared with council) that shows data needed in order to make decisions with more clarity. The council of deans, Institutional Research, Gowri's team, EC informed list. Purpose is to ensure everyone has same data, same set of info every quarter/month.

- Council members should share table with faculty and gather ideas to share with EC or Gowri
- IR has a lot of information. Working to systematize rather than just replying to ad hoc reports. Too much time is being spent on replying to individual requests.
- VCAA and Deans will receive reports regularly and can decide what to do with data
  - Reports will provide common comparative reference point
- EFCs should speak with Deans and let them know this is coming

Socha thanked everyone and meeting was adjourned.

**Minutes submitted by Dawn Moncalieri**  
**Meeting adjourned at 12:17pm**  
**The next CCPB will be February 19**