

General Faculty Organization

To: Shauna Elbers Carlisle, Chair, Campus Council on Planning & Budget (CCPB)

From: Nora Kenworthy, GFO Chair & Robin Angotti, EC Chair

Date: Apr 8, 2024

Re: CCPB 2023-24 Annual Report

Dear Professor Elbers-Carlisle,

Thank you for all of your work this year serving as chair of the CCPB. In order to track the progress made by CCPB this year and plan for next academic year, we ask that you please provide a written summary of activities based on [CCPB's 2023-24 Charge Letter](#). You'll find CCPB's 2023-24 charges listed on the proceeding pages along with space for you to briefly describe what work was **completed** this year and what work remains **in progress** for each charge. There is also space at the end for any additional comments.

Please work with your council to finalize this report and have it submitted to the GFO Program Coordinator (dawn3@uw.edu) by **Thurs, May 16**. The final report will be shared with the Executive Council, posted on the GFO webpage, and should be a helpful tool in informing next year's CCPB charge letter.

Please let us know if you have any questions. If there are any issues or questions you would like to speak about directly, let Dawn know and she will coordinate a time for us to meet.

Thank you,



Nora Kenworthy
Associate Professor, Chair, GFO



Robin Angotti
Professor, Chair, Executive Council

General Faculty Organization

2023-24 Campus Council on Planning & Budget (CCPB) Annual Report

Some links included in this report are to internal documents and some users may not be able to access them without permission.

[CCPB's 2023-24 Charges:](#)

I. Faculty Compensation:

- A. CCPB will consider the “unit” basis (school or campus) for unit adjustment. This understanding will be informed by a campus level analysis and identification of peer institutions.
- B. CCPB will coordinate unit adjustment planning and processes by collecting and providing information, model calculations, and survey data.
- C. CCPB will support GFO leadership in representing the campus in unit adjustment recommendations to the Chancellor and SCPB.
- D. CCPB will continue to build expertise and request data related to salary equity among the faculty including how key demographic data can be used to understand faculty compensation.

COMPLETED:

- A. CCPB managed the unit adjustment process for our campus. The final 2023-2024 unit adjustment proposal can be found [here](#). Additionally, SCPB chair participated in a SCPB sub-committee to review and redesign the unit adjustment template at the tricampus level. The results of this work provides more flexibility to the branch campus where a school’s unit adjustment principles and preferences may vary by school. This was informed by faculty concerns that unit adjustment priorities were different across schools. We successfully advocated for an option for more than one unit adjustment formula as needed by Tacoma and Bothell campuses. Additionally, the SCPB process establishes a method to document EFC/GFO have been included in participation and have the information needed to make informed unit adjustment decisions.
- B. CCPB created a [running record](#) of formulas and other considerations schools within UWB can use for unit adjustment planning. These recommendations are a summary of unit adjustments approaches across all three campuses and have guided decisions around unit adjustment in the current academic year. Additionally, CCPB created a [visualization](#) of the academic year and phases by which unit adjustment decisions will be made in the future based on the provost’s recommendation to consolidate unit and merit adjustment timelines. CCPB included a series of questions on the GFO annual survey to generate faculty feedback, questions and concerns on the RCM model. The results of this feedback can be found in the faculty concerns section of the RCM final report.
- C. CCPB has developed a comprehensive set of guidelines and [module](#) of all unit adjustment procedures that can support both GFO leadership and EFC’s in their knowledge, understanding and participation in unit adjustment processes.
- D. The working group also collected [historical documents](#) from schools within UWB on a variety of unit adjustment related issues, including but not limited to processes taken to rectify errors in unit adjustments created a [new folder](#) to house the final unit adjustment

General Faculty Organization

campus proposals for reference. CCPB will continue to collect this documentation in the next academic year.

IN PROGRESS

The consideration of the “unit” basis (school or campus) can not be revisited by CCPB until the class C legislation proposed by FCTCP is approved and conducted to determine whether alignment is needed between the E05 and the faculty code UWB/UWT campus status alters our

II. Shared Governance and School & Campus Budget (Current)

- A. CCPB will play a leading role in providing feedback and oversight in the RCM revision process.
- B. CCPB will plan and host a budget training for faculty to prepare them to participate in RCM revision processes.
- C. Continue investigating budget implications of hiring external consultants.

COMPLETED:

- A. CCPB has completed phase 1 of a three phase RCM review that provides clear responses to faculty concerns regarding RCM. This [RCM report](#) will be made available at the end of the academic year. Additionally, the CCPB chair served as a member of the [Chancellor's RCM review committee](#). This work will continue under the incoming CCPB chair Nora Kenworthy.
- B. CCPB was unable to take on a large-scale budget training for faculty this year given the RCM review, however we have created a [unit adjustment module](#) that can be used for future training. As mentioned above CCPB invited Sarah Norris Hall to provide an information session on the state of the tri campus budget and state allocations.

IN PROGRESS:

- C. CCPB began early investigations into both the use of academic funds for external consultants and special projects. This work is ongoing.

III. Shared Governance and School & Campus Budget (Planning)

- A. CCPB will build expertise and make recommendations related to how faculty and school Elected Faculty Councils can develop literacy and fully participate in the budgetary decision-making process.
- B. Following on faculty endorsement of CCPB access to key budget documents provided in the Spring 2023 survey, CCPB will request regular quarterly and annual budget reports from the UWB Office of Planning, including budget information about administrative budgets.
- C. CCPB will plan and host a budget training for faculty to prepare them to participate in reviewing of campus and school budgets.
- D. Keep abreast of campus and tricampus changes to financial planning and administration.

General Faculty Organization

COMPLETED:

- A. See D.
- B. The central administrative budget and the VCAA's budget has been made available to us by the office of the Chancellor. CCPB engaged in three opportunities this year to review the administrative budget and make recommendations on behalf of the faculty. These recommendations have been captured in the CCPB minutes. Regular scheduled meetings between the VCPB and CCPB chair resulted in an increase in transparency and partnership regarding the dispersion of campus level budgets. Based on these activities transparency between administration and faculty increased this year.
- C. We were unable to plan a budget training this year, but did create a budget module for faculty training as outlined in the faculty compensation section of this report.
- D. In the last two years the CCPB chair has been incorporated into membership on SCPB. This has resulted in a much more efficient exchange of information that aligns financial information at the tri campus, campus and school level. This has also resulted in a process in which faculty have had increased and timely access to institution wide financial changes. In September 2023 CCPB led a joint Dean/CCPB this meeting included Sarah Norris Hall then Vice Provost of Planning and Budget who provided an information session on state appropriations and campus allocations. This resulted in a collaborative partnership between deans and CCPB to support schools and faculty representatives in financial management of our campus. Results of this effort included a reallocation of state unit adjustment funds directly to campus.

IV. Campus Planning

- A. CCBP will partner with the VCPA's office to plan for campus space utilization and allocation. This includes coordinating with a new committee which will be revising faculty office allocation policies with the goal of protecting faculty access to office space
- B. Continue advocating and reviewing plans for a faculty shared space on campus
- C. Assist GFO leadership in continuing to advocate for equitable buy-out rates for GFO work.

COMPLETED:

- A. CCPB chair participated in a campus subcommittee on office relocation. The [charge](#) and [final report](#) have been linked to this document.
- B. Alka Kurian, associate teaching professor in IAS is leading a [UWB faculty and Staff Lounge Proposal](#) which has received feedback and unanimous support from CCPB members. This work has made progress from her initial proposal last year and has included planning meetings with Amy Van Dyke (Director of planning and administration). Additionally, a feasibility meeting was held on 4/17 which included reviewing design proposals and space options. CCPB has proposed the exploration of another space on campus that may result in less disruption to surrounding staff in the current proposed space. Additionally, CCPB has requested a working budget prior to construction/renovation¹.

¹ CCPB awaits a budget proposal from Amy Van Dyke for the faculty lounge space proposal.

General Faculty Organization

- C. CCPB supported the work of the GFO chair Nora Kenworthy by providing a review and feedback on the equitable buy-out rates for GFO work. We are grateful for Dr. Kenworthy's multi-year leadership on the buy-out rate proposal, which resulted in a revised GFO policy on course releases to match the VCAA's internal campus buy-out rate for future years. Starting in AY 2024/25, the GFO course release rate will match that of the campus course release rate (\$9,200 (\$7,500 + benefits)). More information can be found in the May 2024 GFO faculty newsletter.
- D. In addition to the campus planning activities above, EC vice chair Robin Angotti provided extensive representation on the SUPER-G committee, Husky Village, Husky Hall project, IAS Art Media Studio, UW1 Academic Advising, Permanent Exterior Open-air Pavilion and the Chancellor Relocation Proposal. Because of her representation CCPB was able to provide input into each of these projects.
- E. CCPB also provided revisions to the proposed [Workload and Additional Compensation Standards](#) as requested by the Vice Provost.

IN PROGRESS:

On March 25th, 2024 Chris Laws past UW SCPB chair reached out to CCPB to recruit a member of the [UW Bookstore Board of Trustees](#). We have been unable to identify a member at this time.

Additional Comments:

The work of CCPB was extensive this year and began with a CCPB planning meeting in August in which we outlined the scope of work into three CCPB subcommittees: Unit adjustment, space planning and RCM review. This work could not have been completed without the collective efforts of the CCPB members who not only contributed their specializations to our work but in taking the lead on key aspects of our charge which resulted in a highly productive year. These members include Sarah Shear, P.K. Sen, Stefanie Iverson Cabral, Joe Ferrare, Mark Kochanski, and Peter Brooks who shared in the leadership and the deliverables contained in this report. I also thank Camelia Bejan and Surya Pathak for their contributions in the early stages of planning the RCM review.

We thank the Chancellor's office for their support and want to extend our gratitude to our School Deans and Gowri Shankar for their partnership this year.

Sincerely,

Shauna Elbers Carlisle
CCPB Chair