

The UAA Campus Planning Advisory Board (CPAB) was created in FY 2020 to strengthen institutional communication, decision making, and transparency.

Charge

The UAA Campus Planning Advisory Board shall provide input for the Chancellor and members of the Chancellor's Cabinet on matters pertaining to guiding principles, policies, and resources which impact students, employees and/or community members UAA experience. CPAB will ensure fulfillment of the UAA strategic plan by reviewing and providing input on policy and resource decisions that are submitted to Cabinet. CPAB's charges and expectations include the following:

- Providing input for UAA's planning and budgeting processes, including reviewing and submitting comments for the annual proposed budget;
- Providing input for the continuous improvement and refinement of UAA's planning and budgeting processes including budgeting principles and methodology;
- Ensuring meaningful participation by appropriate governance groups of our university community.

Examples of matters appropriate for CPAB include:

1. Providing input for alignment, budget impacts, and prioritization needs for the UAA Strategic Plan, Accreditation process, and the Campus Master Plan
2. Provide advice for training, communication, reporting needs, and budget model review and evaluation.
3. Gain an understanding of UAA's financial position and discussion of budget to actual and prior year comparisons.
4. Providing input for budget processes including Administrative Reviews.

Members

The UAA Campus Planning Advisory Board shall be co-chaired by the Provost and Vice Chancellor for Administrative Services. CPAB will include fourteen members, serving on two-year staggered terms, as recommended to the Chancellor by respective UAA governance groups, composed of:

- Seven faculty members (representing each college (6) and Community Campus (1) with cross representation of the Faculty Senate Budget Planning & Facilities Advisory Committee)
- Four staff members (representing areas that would include Academic Affairs and Research, Administrative Services, Advancement, Student Affairs)
- Three students: two undergraduate and one graduate student

Members are encouraged to arrange a substitute or delegate when unable to attend to ensure representation.

The Director of Budget, Associate Vice Chancellor for Facilities and Campus Services, Director of Institutional Research, and Vice Provost for Academic Affairs (Accreditation) shall serve as ex officio, non-voting members.

Procedures

The CPAB shall have regular meetings twice a semester (Fall and Spring) and must ensure 30 days' notice is provided to university leadership and departments of upcoming regular meetings. This notice period is intended to ensure units have sufficient time to develop presentations and proposals. CPAB agenda shall be published no less than 15 days prior to each CPAB meeting.

When appropriate, as part of CPAB's review process a 30 day notice of rule/policy/decision making to the campus community may be recommended. The notice process serves as an official announcement and explains plans to address a problem or accomplish a goal. Such notices must give others an opportunity to submit comments for consideration. Additional meetings may be called by the co-chairs as needed for time-sensitive policy or resource decisions without 30 days' notice.