

# UNIVERSITY RESOURCES & PLANNING COMMITTEE

## February 12, 2016

### 1:00 PM – 2:30 PM

---

<input checked="" type="checkbox"/>	Alex Enyedi	<input type="checkbox"/>	Juan Cervantes
<input checked="" type="checkbox"/>	Erick Eschker	<input type="checkbox"/>	Rebecca Ingerson
<input checked="" type="checkbox"/>	Katia Karadjova	<input checked="" type="checkbox"/>	Amber Blakeslee
<input checked="" type="checkbox"/>	Hari Singh	<input checked="" type="checkbox"/>	Kate Stroup
<input checked="" type="checkbox"/>	Mark Rizzardi	<input checked="" type="checkbox"/>	Volga Koval
<input checked="" type="checkbox"/>	John Lee	<input checked="" type="checkbox"/>	Frank Whitlatch
<input checked="" type="checkbox"/>	Peg Blake	<input checked="" type="checkbox"/>	Holly Martel
<input type="checkbox"/>	Joyce Lopes	<input type="checkbox"/>	Jena Burges
<input checked="" type="checkbox"/>	Craig Wruck	<input checked="" type="checkbox"/>	Lisa Castellino
<input checked="" type="checkbox"/>	Jennifer Corgiat	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Gay Hylton	<input type="checkbox"/>	

### Agenda:

- Information: Committees supporting strategic planning and budgeting - Lisa C. (10 minutes)
- Information: Operating Fund mid-year review - Amber (20 minutes)
- Information: President’s strategic budgeting charge (5 minutes)
- Discussion/Action: Brainstorm list of policies and procedures needed to support strategic budgeting (40 minutes)
  - Discussion: Please be prepared to provide one idea of a policy or procedure that should be developed to help establish and/or clarify the framework for strategic budgeting (we will go around the room to gather feedback from everyone)
  - Action: Prioritize three items for development, identify who will do them, and establish a timeframe for development and URPC review

### Notes:

1. Information: Committees supporting strategic planning and budgeting - Lisa C. (55 minutes)
  - a. Sent notes to the chairs regarding the other strategic planning/budgeting groups, 6 in total currently. Action Item: Erick will work on further developing the list to include chairs, members, charge and what they have been tasked with. Looking to avoid duplication of efforts.
  - b. Architect Analogy presentation. Expanding on presentation to URPC on 1-29.
    - i. Purely for conceptual purposes in how the Strategic Plan will be implemented, an architect analogy was used to demonstrate the different roles each committee plays. The architect is Strategic Plan Coordinating Committee (SPCC), who is converting the plan into a blueprint for action to meet stated goals of the strategic plan. Strategic Plan Oversight Committee (SPOC) is the general contractor, tasked with managing the execution of the plan and assessing progress. Broad representation of university. The University Senate is the City Planning Dept, and operates between SPCC and SPOC. URPC, as the Banker, monitors the general use of funds based on agreed upon specific

principles. Connects with SPOC and University Senate and all Divisions. WASC is the building inspector. Students at the center of all of this work, with the end goal of all groups to support and educate the student body.

2. Information: Operating Fund mid-year review - (25 minutes)
  - a. Review of Operating fund spending to date. The UBO is working towards reporting on a multi-fund, more comprehensive overview.
  - b. Enrollment
    - i. For budgeting purposes, information on the FTES of four types of students is analyzed: residents, WUE, out-of-state, and international.
    - ii. In 2016-17, HSU will need approximately 140 more students to meet our CSU target FTES of 7,565.
    - iii. Declines in out-of-state and WUE students were anticipated due to an intentional change in Enrollment Management Strategy. HSU had three years to bring in 400 FTES to fill the resident enrollment gap left when WUE students could no longer be counted as resident students. EMSA met that target and is now expanding recruiting focus to other western states, while also reviewing the criteria for awarding a WUE tuition discount.
    - iv. Matriculating international student FTES have grown slightly and are on track with budget.
  - c. Revenues
    - i. Resident tuition up \$250k while non-resident tuition shows a decline of -\$100k. Still an overall gain of \$150k. HSU benefited from unanticipated one time revenue from the CMS loan reimbursement, the Risk Pool dividend, and the additional tuition revenue. As 2015-16 was budgeted in deficit, this additional revenue will mean we will not need to dip into our reserves this year, for the first time in several years.
  - d. Expenditures
    - i. Spending on track, slightly ahead of last year due to the timing of when expenses posted. Salaries and wages are up 5%, as 2015-16 reflects both the 2014-15 3% retroactive GSI, plus the 2% GSI increase for this year. Unit 6 and 3 GSIs have not yet been funded, given contract negotiations are still underway. Benefits have increased significantly. Financial aid set aside increased as well, per CO directive.
  - e. Personnel
    - i. Over the past 5 years, salaries have increased gradually, while benefits increased 30%. In reviewing the various personnel types, the percentages of each salary type have remained consistent over the past five years.
3. Information: President's strategic budgeting charge (5 minutes)
  - a. Next step for URPC is identifying and developing strategic budgeting policy, procedures, and clarifying documents.
4. Discussion/Action: Brainstorm list of policies and procedures needed to support strategic budgeting (2 minutes)
  - a. Due to time issues, moving this item to next URPC meeting.