UNIVERSITY RESOURCES & PLANNING COMMITTEE
October 28, 2016
1:00 PM – 2:30 PM (~~NHE106~~ moved to CCR)

☒	Alex Enyedi, Co-Chair (non-voting)	☒	Joyce Lopes, VP (voting)
☒	Mark Rizzardi, Co-Chair (tie break vote)	☐	Craig Wruck, VP (voting)
☒	Greg Rodriguez, Student (voting)	☒	Amber Blakeslee, Advisor (non-voting)
☒	Kevin Martinez, Student (voting)	☒	Kate Stroup, Advisor (non-voting)
☒	Hari Singh, Faculty (voting)	☒	Volga Koval, Advisor (non-voting)
☒	Erick Eschker, Faculty (voting)	☒	Frank Whitlatch, Advisor (non-voting)
☒	Jim Woglom, Faculty (voting)	☐	Holly Martel
☐	Noah Zerbe, Dean (voting)	☐	Lisa Castellino
☐	Kacie Flynn, Staff (voting)	☒	Anthony Baker
☒	Gay Hylton, Staff (voting)	☐	
☒	Peg Blake, VP (voting)	☐	

Minutes:

- **1:15 – 2:00** (Information/Discussion) Assessment, planning, and budget process update
  - **Recap (Lisa C. channeled via text)**
  - **Assessment**
    - How to make the Department five year program review a standard process that is part of daily work.
      - What are the leading indicators that tie to the goal?
      - What is monitored so that people can see how they are contributing to the strategic goals? ie. How does payroll link back to the strategic goals?
    - Lisa C. is building out the implementation plan and the team for the process.
    - Strategic assets policy: What does this look like when we are using this as the guiding document?
  - Discussion topics:
    - An annual process to help departments with:
      - Services and how well are they performing them to get to the "ideal".
      - What resources are needed?
      - Reflection back on the things you have completed.
    - Bring in outside expertise to evaluate how close you have gotten to the goal.
      - Where do we get the expertise for evaluation (Administrative and Academic areas).
      - Administrative review may be easier as there are mechanisms in place (ie. audits).
      - Academic review may be more challenging as:
        - Reviews may not be the most critical process.
        - Accreditation may engrain an existing process rather than promoting change.
    - If you walked the entire campus you can see where the money is being spent.
      - Is it being spent the right way?

- Where are there duplicative services?
- This is where strategic assets come into play.
- Translating assets into budget.

- **Planning**
    - Discussion Topics:
        - Accountability for the resources we use.
        - Link the flow of an asset as it flows into services provided or how it links to a strategic goal.
        - The process will be a continuous improvement exercise for reinvestment.
        - Did we do well with that funding? How do you rethink your budget?
        - What metrics do we use for student success? Graduation, course access, support for course to ensure completion, etc.
        - Ensuring in the process: (the development of) a diverse faculty and curriculum that reflects a connection to the students world view, resources and mentoring (specifically Latino peer mentoring).

- (Discussion) Defining strategic assets and initial policy development – *continuation from October 14th URPC meeting* (Amber and Volga/all)
    - Strategic Asset Categories (Powerpoint)
    - Equipment and IT
        - The need for investment in alignment with vision.
        - Growing our own skills with investment within the University – ie. Internal internships with curricular interest in mind. Student positions should be well defined with position descriptions and learning outcomes.
        - If students had employment at the university it would influence them to stay.
        - How do divisions rethink their budgets?
        - Telecommuting opportunities. Are there services we can better provide this way? ie. IT and student mental health services. Should there be a policy?
        - Acquiring services more efficiently provided by outside consultants.
    - Collections
        - Assets with traditionally research and monetary value
        - How Collection spaces are transforming (ie. the Library)
            - Greater flexibility of space.
            - Active area for student engagement.
            - Moving away from owning "stuff" and the need for physical resources.
            - Providing areas to develop skills outside the classroom.
        - What are the physical collections?
    - Consumables
        - Opposite of an asset, a short term alternate that is easily transferable.
        - Evaluate methods for acquisition, maintenance and disposal.
        - Effects on service delivery - the ability to deliver on time and sustainability.
    - Contingency
        - Base budgeted, unallocated line item now at $260k.
    - Reserves
        - One time savings, once spent, it is gone

- Have been used in the past to balance the budget
  - o Space
    - How do we repurpose space to keep us up to date?
  - o Policy development
    - Creating a foundation document as to how to walk through competing needs and what guidelines are used.
    - Strategic asset policy will not translate into money but will allow navigation through the process.

Final thoughts:

- Is $127 million dollars annually over a ten-year period, $1.27 billion dollars, enough to run the University?
  "hell yeah".