**Finalize strategic asset guidelines; continue to implement strategic budgeting concepts in budget plans**

* Initial Draft guidelines developed in fall 2016: <http://budget.humboldt.edu/sites/default/files/budget/documents/FY16-17/StrategicAssetsPlanningGuide%20-%20DRAFT%202.0%20120916.pdf>
* URPC next steps:
  + Review and discuss the existing draft with committee members (most of the committee members were not on part of the URPC during the initial development)
  + Vet draft guidelines with subject matter experts (e.g. ITS, facilities)

**Recommend a balanced budget for 2019-20, complete remaining reductions**

* $2.9 million in reductions remain
* URPC next steps
  + Need to track progress on remaining reductions
  + Budget Office develops revenue and mandatory cost projections during October-December timeframe
  + Tuition revenue projections dependent on multi-year enrollment projections

**Request and incorporate robust multi-year enrollment projections into the 2019-20 recommendation**

* Enrollment Management, Institutional Effectiveness, Budget, and Provost’s Office working to develop multi-year projections, will be meeting weekly beginning in October
* Target date for initial multi-year projections is the beginning of December
* URPC next steps:
  + Schedule enrollment projection discussion at the first URPC meeting in December

**Continue to enhance communication strategies and develop plan to incorporate these efforts into the annual budget process**

* URPC subgroup, led by Cyril, established at 9/7 URPC meeting
* URPC next steps:
  + Initial discussion part of this week’s (9/21) URPC agenda

**Continue to formalize approach to multi-year budget planning (two-year budget)**

* Currently, we approve an annual budget as part of a five-year financial plan.
* In general, tenure track faculty hires are approved a year and a half ahead (similar to a two-year budget plan) to give a year to complete the recruitment process (note: this year’s process has a different timing cycle given the GI 2025 funding wasn’t received until late summer.
* The Integrated Assessment, Planning, and Budget process is working to establish timelines for a two-year budget planning cycle.

**Finalize and recommend guidelines for how unspent funds are “rolled forward” at the end of a fiscal year**

* Initial draft developed during spring 2018
  + Draft guidelines: <https://budget.humboldt.edu/sites/default/files/budget/documents/FY17-18/university_wide_roll_forward_guideline_-_draft_180430.docx>
  + Draft framework examples: <https://budget.humboldt.edu/sites/default/files/budget/documents/FY17-18/university_roll_forward_distribution_framework_examples_180430.xlsx>
* URPC next steps:
  + Synthesize feedback received to date
  + Review draft with URPC, discuss possible updates/changes
  + Update and finalize recommended guidelines

**Review quarterly reports and provide recommendations on areas of concern**

* Last year URPC developed a budget oversight policy and the Budget Office developed quarterly budget reports. Procedures to support the budget oversight policy will be developed this fall by the Budget Office and once drafted, will be brought to the URPC for review.
* URPC next steps:
  + URPC will review first quarter reports at the end of October/beginning of November, further discussion will occur at that time