

UNIVERSITY RESOURCES & PLANNING COMMITTEE

September 17, 2021

1:00 PM – 2:30 PM

In-person meeting location: CCR

2021-22 URPC:

In-person	Virtual		In-person	Virtual	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jenn Capps, Co-Chair (non-voting)	<input type="checkbox"/>	<input type="checkbox"/>	Jeremiah Finley, Student (voting)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	James Woglom, Co-Chair (tie break vote)	<input type="checkbox"/>	<input type="checkbox"/>	Vacant, Student (voting)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Jim Graham, Faculty (voting)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Amber Blakeslee, Advisor (non-voting)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Rouhollah Aghasaleh, Faculty (voting)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Kevin Furtado, Advisor (non-voting)
<input type="checkbox"/>	<input type="checkbox"/>	Vacant, Faculty (voting)	<input type="checkbox"/>	<input type="checkbox"/>	Jamie Rich, Advisor (non-voting)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Anthony Baker, Staff (voting)	<input type="checkbox"/>	<input type="checkbox"/>	Jenessa Lund, Advisor (non-voting)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Arlene Wynn, Staff (voting)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Michael Le, Advisor (non-voting)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Shawna Young, Dean (voting)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Brigid Wall, Notes (non-voting)
<input type="checkbox"/>	<input type="checkbox"/>	Sharooz Roohparvar, VP (voting)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Patrick Orona, Notes (non-voting)
<input type="checkbox"/>	<input type="checkbox"/>	Jason Meriwether, VP (voting)	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Frank Whitlatch, VP (voting)	<input type="checkbox"/>	<input type="checkbox"/>	

Additional Attendees: Simone Aloisio (virtual)

Meeting Minutes:

1. Review of minutes from 9/3 – Approved with no alterations
2. Polytechnic implementation subgroup (Amber and Simone)
 - a. The Budget, Finance & Reporting working group will be a subgroup of URPC and will work in collaboration with campus leadership and URPC on the financial planning and oversight of the state funding to support our polytechnic implementation. The working group will be led by Amber and Simone.
3. [Year-end overview and reserves update](#)
 - a. Reserve Policy and Planning Context
 - i. [University Operating Fund Reserve Policy](#)
 1. Operating Reserve – Target: 25% of Budget
 2. Maintenance Reserve – Targets: 0.5% of Current Replacement Value (CRV) and 10% of Five Year Capital Plan (CP)
 3. Capital Reserve – Targets: 10% of CP and 0.5% of CRV
 4. Equipment Reserve – Targets: 10% CRV of capital equipment
 - b. Review of Campus Designated Balances and Reserves
 - i. HSU’s reserve levels decreased by \$6.7M in 2020-21 and now total \$74.5M

TOTAL BREAKDOWN BY FUNDING SOURCE

	2019-20	2020-21	Change
Operations	29,627,649	28,490,238	-1,137,411
Operating Fund	15,899,170	14,856,726	-1,042,444
Operating Reserve	6,300,000	6,300,000	-
Student Health & Wellbeing	2,538,194	3,034,827	496,633
Other Operating	4,890,285	4,298,685	-591,600
Housing & Dining	16,806,928	11,053,252	-5,753,676
Parking	4,296,090	3,913,707	-382,383
Professional & Continuing Education	2,258,519	2,429,724	171,205
Student Body Center Programs (SAC, CA)	1,040,059	1,677,428	637,369
Health Facilities	435,577	792,484	356,907
Lottery	416,108	471,245	55,137
Local Trust Funds (including IRA)	2,927,282	3,719,061	791,779
Capital & Special Projects	23,385,177	21,927,661	-1,457,516
Total Fund Balances & Reserves	81,193,390	74,474,801	-6,718,589

c. 2020-21 Year-End Overview

i. Total Operating Fund Year-End Roll Forward from 2020-21: \$13,667,695

1. Approx. \$7M is related to unspent balances in restricted/earmarked activities.
2. Other savings related to student wages, EEPs, hiring chill, and pandemic impacts (utilities, travel, etc.)
3. 2020-21 Roll forward funding will follow the established [guidelines](#) as they are currently written with the intent to revisit the guidelines this year.

4. Financial model (Jim Graham)

- a. Agenda item moved to next meeting.

5. CSU budget request

- a. The CSU provided the 2022-23 preliminary budget plan that was presented to the CSU Board of Trustees on Tuesday. The final budget request will be presented to the Board of Trustees for review and approval in November 2021.
 - i. [Preliminary 2022-23 CSU Budget Request](#)
 - ii. [BOT Agenda Item Narrative on Planning for the 2022-23 Operating Budget](#)

6. Enrollment and growth

- a. Agenda item moved to next meeting.
 - i. Brief discussion of the Polytech Implementation Team Enrollment and Growth Management working group being co-lead by Dean Young and Pedro Martinez.