

UNIVERSITY RESOURCES & PLANNING COMMITTEE

October 1, 2021

1:00 PM – 2:30 PM

In-person meeting location: CCR

2021-22 URPC:

In-person	Virtual		In-person	Virtual	
<input type="checkbox"/>	<input type="checkbox"/>	Jenn Capps, Co-Chair (non-voting)	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	Kevin Furtado, Advisor (non-voting)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Nicole Jean Hill, 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 type="checkbox"/>	<input checked="" 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 checked="" 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 checked="" 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: Pedro Martinez (virtual) and Simone Aloisio (in-person)

Meeting Minutes:

1. Introductions of/for new CAHSS Rep, Nicole Jean Hill
2. Enrollment Growth Discussion (VP Meriwether and Peter Martinez)
 - a. VP Meriwether provided a high level overview of enrollment growth projections, headcount targets for new programs, and strategies from the [Polytechnic Prospectus](#). Highlighting efforts underway: continuing to strengthen academic messaging (mock lecturers, virtual open houses, etc.), increasing name buys, increasing the use of existing technology tools/platforms, building partnerships and collaborations, focusing on student retention, and increasing housing capacity both on and off campus.
 - b. Committee discussion included how graduation rates are being incorporated into these recruitment/retention efforts (academic planning) and data related to the students that we are not retaining.
 - i. Due to time, VP Meriwether requested that Peter Martinez and Mike Le present the detailed retention data and counter measures in place at next meeting.
3. Jim Graham budget modeling presentation
 - a. Jim shared his process developing a prototype tool to review and analyze the university's financial actuals and recommendations to URPC based on the analysis conducted with the tool. The prototype tool includes proposed process flow, scorecard, financial analysis, financial model, and course and work force planning.
 - i. Robust committee conversation about the data presented, assumptions made in developing the data set, the need for institutional vs. individual tool,

existing resources available, change management techniques, strategies to improve student retention, and reduction strategies in progress.

4. Open Book Demo
 - a. Agenda item moved to next meeting due to time
5. Review of minutes from 9/17 – Approved with no alterations