

UNIVERSITY RESOURCES & PLANNING COMMITTEE

December 3, 2021

1:00 PM – 2:30 PM

In-person meeting location: SH 217B

2021-22 URPC:

In-person	Virtual		In-person	Virtual	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jenn Capps, Co-Chair (non-voting)	<input checked="" 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 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 checked="" type="checkbox"/>	Simone Aloisio, Advisor (non-voting)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Arlene Wynn, Staff (voting)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Jenessa Lund, Advisor (non-voting)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Shawna Young, Dean (voting)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Michael Le, Advisor (non-voting)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sharooz Roohparvar, VP (voting)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Brigid Wall, Notes (non-voting)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Jason Meriwether, VP (voting) proxy: Kevin Furtado	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Patrick Orona, Notes (non-voting)
<input type="checkbox"/>	<input type="checkbox"/>	Frank Whitlatch, VP (voting)	<input type="checkbox"/>	<input type="checkbox"/>	

Additional Attendees: Patrick Malloy (virtual)

Meeting Minutes:

1. Approve Minutes from 11/12/21: (M/S) Kevin/Arlene - Approved without alterations
2. URPC Planning Timeline Update/Planning Documents (Amber/Jim/Jim, 1:05-1:25)
 - a. [URPC Planning Timeline Update](#): Draft timeline outlining annual work and charge related committee work by meeting date reviewed with committee
 - b. [URPC Planning Document 21-22](#): Working document was shared for updates and suggestions
3. Review Enrollment Data and Metrics (Mike Le, 1:25-1:40)
 - a. Enrollment trends and projections for Spring 2022 and Fall 2022 were shared to provide additional context to the committee and the budget planning process.
4. Enrollment Growth Funding Model (Amber, 1:40-2:00)
 - a. Agenda item was not discussed due to time.
5. University Wide Roll Forward Guidelines (2:00-2:25)
 - a. [CSU Survey Results](#): A brief survey was sent out to other CSU campuses for information on how operating fund carry forward (roll forward) is handled at their campus. The responses were shared with the committee to provide context on the options being considered at HSU.
 - b. [Options](#): Pros and cons of the following roll forward options were shared and discussed by the committee:
 - i. Option 1: % of Total Savings to Divisions

- ii. Option 2: % of Salaries and OE Savings to Divisions
 - iii. Option 3: 100% of OE Savings to Divisions
 - iv. Option 4: Increase Contingency; 100% of all savings back to divisions
 - v. Option 5: Increase Contingency/Sweep Benefits
 - c. Vote to be emailed to committee: The measure to consider is a ranked-choice vote regarding which of the 5 possible options described in the attached document we should pursue in beginning the writing process of our redrafted Roll Forward policy.
- 6. USFAC Space Allocation Approval (Jim, 2:25-2:30)
 - a. Vote to be emailed to committee: The measure is for approval (or not) of the [University Space and Facility Advisory Committee's \(USFAC\) Space Allocation recommendations](#) for this year.
- 7. Homework: Operating Fund Q1 Reports
 - a. Agenda item was not discussed due to time.
- 8. Schedule Conflicts for Spring semester: Poll to be emailed to committee to identify a meeting time for Spring 2022.