

# UNIVERSITY RESOURCES & PLANNING COMMITTEE

## November 2, 2018

### 1:00 PM – 2:30 PM (CCR)

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<input checked="" type="checkbox"/>	Alex Enyedi, Co-Chair (non-voting)	<input checked="" type="checkbox"/>	Douglas Dawes, VP (voting)
<input checked="" type="checkbox"/>	Mark Rizzardi, Co-Chair (tie break vote)	<input type="checkbox"/>	Craig Wruck, VP (voting)
<input checked="" type="checkbox"/>	Jazmin Sandoval, Student (voting)	<input checked="" type="checkbox"/>	Amber Blakeslee, Advisor (non-voting)
<input type="checkbox"/>	Alexis Brown, Student (voting)	<input checked="" type="checkbox"/>	Kate Stroup, Advisor (non-voting)
<input type="checkbox"/>	Kerri Malloy, Faculty (voting)	<input checked="" type="checkbox"/>	Holly Martel, Advisor (non-voting)
<input checked="" type="checkbox"/>	Tyler Stumpf, Faculty (voting)	<input type="checkbox"/>	Frank Whitlatch, Advisor (non-voting)
<input checked="" type="checkbox"/>	Jim Woglom, Faculty (voting)	<input checked="" type="checkbox"/>	Lisa Castellino
<input checked="" type="checkbox"/>	Cyril Oberlander, Dean (voting)	<input checked="" type="checkbox"/>	Jenessa Lund
<input checked="" type="checkbox"/>	Anthony Baker, Staff (voting)	<input checked="" type="checkbox"/>	Brigid Wall
<input checked="" type="checkbox"/>	Sarah Bacio, Staff (voting)	<input type="checkbox"/>	
<input type="checkbox"/>	W Wayne Brumfield , VP (voting)	<input type="checkbox"/>	

Other Attendee: Melinda Haynes-Swank

## Minutes:

- Chair's Opening Comments
  - Very pleased to talk about the work of the Student Success Alliance (SSA)
  - Campus is continuing to make progress on reductions and driving toward a balanced budget for 2019-20 academic year.
  - We are 1,000 students below where we were in the Fall 2015 which affects our financial circumstances and connects to the Strategic Enrollment Management (SEM) plan.
  - If we begin and end every conversation with equity then we are on the right track.
- Approve Meeting Minutes from October 19<sup>th</sup> URPC meeting
  - Approved and to be posted to the URPC website
- Communication Strategy (continued)
  - Provide sub-group recommendations for initial strategies to focus on
    - URPC forums in the fall and spring of each academic year. This will allow the URPC to keep the campus informed on budget related activities.
      - Fall (September) would highlight how we ended up and the direction for the year ahead.
      - Spring (February) would be an update and overview of proposals under consideration.
    - URPC will hold a forum in December which will include information related to this year's GI 2025 distribution and how SSA will operate going forward with their process guided by their work with the Integrated Assessment, Planning & Budget (IAPB) group.
      - Committee discussion on IAPB, their work, and conversations occurring across campus.
    - The Budget Office is currently working with MarCom on creating an Infographic.
    - Budget related videos to be developed.

- Review and Discuss Graduation Initiative 2025 Proposed Distributions
  - HSU has made solid progress on five out of the six metrics, with graduation rates at all-time highs. However, HSU's equity gaps have increased and we have significant work to do in this area.
  - Academic College budgets increasing by \$2.7 million for faculty hires
  - SSA has been working to determine how the remaining approximately \$3 million (\$1.4 million in base budget) will be distributed between the six categories outlined by the system: Academic Preparation, Enrollment Management, Student Engagement & Wellbeing, Financial Support, Data-Driven Decision Making, & Academic Barriers.
  - The Provost will submit a report to the Chancellor's Office on November 15<sup>th</sup> detailing the final percentages of the allocations that will go to the state legislature:
    - Academic Preparation - 25%: Expansion of Learning Communities
    - Enrollment Management - 12%: 2 Additional Professional Advisors, Roving Advisor Pilot in CCAEs, Chatbots
    - Student Engagement & Wellbeing - 29%: Basic Needs Single Point of Contact, Additional FTE in CARE services, Clubs central coordinator support position; one-time funding for Housing deposit program and basic needs
    - Financial Support - 17%: Expand student employment opportunities
    - Data-Driven Decision Making - 14%: Additional 2 FTE to support assessment for the Office of Institutional Effectiveness
    - Academic Barriers - 3%: Academic scheduling position
    - Feedback or specific ideas to the Provost by next Friday
  - SSA working to develop a campus wide, transparent and collaborative process for proposals for future GI 2025 allocations that incorporate equity and assessment.
- Review 1st Quarter Reports and Discuss Projection Process Under Development
  - Revenue is on track, except for tuition being down about \$200k due to lower enrollment
  - Expenditures are on track; seeing significant progress especially in faculty spending, a few areas to watch
- Review and Discuss [Draft Roll Forward Guidelines](#) and [Framework Examples](#)
  - This will establish formalized, documented process and attempt to address the "use it or lose it" mentality:
    - VP approval to spend salary savings
    - Overspend and the negative budget will be rolled back to the area
    - Create flexibility at all levels, including a University Strategic Initiatives Pool
    - Deliberately build reserves as outlined in the University Operating Fund Reserve Policy
  - This is a guideline, to be revisited and will likely evolve over time.
  - Feedback is requested on the draft, a google doc will be sent out
- Next Steps: November 16<sup>th</sup> URPC Meeting Activities
  - Finalize Roll Forward Guidelines
  - Review 2019-20 CSU Support Budget Request
  - Formalize agenda for Open Forum