

<input 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 checked="" 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"/>	Vacant, Student (voting)	<input type="checkbox"/>	Kate Stroup, Advisor (non-voting)
<input checked="" type="checkbox"/>	Kerri Malloy, Faculty (voting)	<input checked="" type="checkbox"/>	Holly Martel, Advisor (non-voting)
<input type="checkbox"/>	Tyler Stumpf, Faculty (voting)	<input checked="" 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 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 checked="" type="checkbox"/>	W Wayne Brumfield, VP (voting)	<input type="checkbox"/>	

Agenda

Location: CCR

12:00 **Working Lunch**

12:00 – 12:30 **URPC Overview**

- **Role of the University Resources and Planning Committee (URPC)**
 - The URPC is a standing committee of the University Senate and is defined by the Senate Bylaws and Rules of Procedure. Section 11.3 of the HSU Faculty Handbook Appendix F, Part 2 outlines the membership, terms, and duties of the URPC.
 - **Co-chairs:** A faculty senator and the Provost and Vice President of Academic Affairs.
 - **Membership:**
 - Three (3) Faculty members
 - One (1) Academic Dean, appointed by the President
 - Three Vice Presidents (Administrative Affairs, Student Affairs, University Advancement)
 - Two (2) Staff delegates
 - Two (2) Student delegates
 - **Advisors (non-voting):**
 - University Budget Director
 - Budget Analyst from each Division
 - **Terms:** Faculty and staff members shall be appointed for staggered, two-year terms. Students will be appointed for one-year terms.
 - Meetings are to be open to HSU community.
- **Committee Charge for the Year - [President's Charge to the URPC](#)**
 - Continue to implement strategic budgeting principles and define strategic assets.
 - Recommend a balanced budget for 2019-20 that includes achievement of the full \$9-million target in reductions and savings.
 - Analyze current enrollment assumptions and incorporate robust multi-year enrollment projections into the 2019-20 budget recommendation.
 - Continue to enhance communication strategies with the campus community to improve transparency, awareness, and understanding of the budget.

- Continue to develop multi-year budget plans (at least for the two subsequent fiscal years).
- Finalize recommended guidelines for use of unspent balances (“roll forward”) at the conclusion of a fiscal year.
- Review quarterly budget reports and projections for the current fiscal year.

12:30 – 2:00 **Budget and Financial Overview** (Presentation by Amber Blakeslee)

- Link to Presentation: https://budget.humboldt.edu/sites/default/files/budget/documents/FY17-18/2018-19_urpc_090718.pdf
- OpenBook budget dashboards link: <https://hsu.openbook.questica.com>
- **Overview of Funds and Purposes**
 - University Operating Fund: our main operating budget for state matriculated instruction (primary funding sources are state appropriation and tuition)
 - URPC makes a recommendation for the University Operating Fund
 - Self-Support Activities: Housing, Parking, Extended Education, Health Center, Athletics, Campus Union, Children’s Center, KHSU
 - Auxiliary Organizations: separate not-for-profit organizations with boards
 - Notes:
 - Revenues from Self-Support Funds and Auxiliary Organizations must remain with the unit and be used for the purpose intended based on applicable CA Education Code, CSU Executive Orders and policies, etc.
 - On Financial Statements, the University Operating Fund and all Self-Support Funds are combined and reflected as the “University” and Auxiliary Organizations are reflected as “Discretely presented component units”
- **Enrollment, Revenue, and Expenditure Trends**
 - Discussion of State Appropriation & State Tuition Budget History:
 - HSU is heavily reliant on state appropriation.
 - The state economy is in the longest period of recovery since WWII and is reliant on volatile revenue sources. When California faces a down turn the state appropriate could be significantly affected.
 - Discussion of Enrollment and Student Trends
 - CSU System enrollment target for HSU is 7,603 Resident FTES
 - HSU’s budgeted enrollment is 6,800 Resident FTES which is 800 below our CSU target. While census has not happened yet, actual enrollment for Fall 2018 appears to be even lower than our budget had anticipated.
 - Lower enrollment due to less incoming students (recruitment), less continuing students (retention), and more graduating students. Our 4 and 6 year grad rates are increasing significantly (see presentation for detail).
 - Expenditure Trends
 - Mandatory salary and benefit costs are increasing significantly and are not within our control
 - GSI and SSI decisions are made at CSU system level
 - Benefit (health and retirement) decisions are made at the State level

- **Progress on Reductions**
 - Significant progress has been made. We are about two-thirds of the way to \$9 million reduction. Detailed information is available [here](#)
 - Challenges/Opportunities:
 - Limited increases from the state / the economy
 - Remaining reductions: \$2.9 million
 - Enrollment, retention, and graduation rates (GI 2025)
 - Unfunded mandates / cost increases
 - Spending per FTES levels higher than peers
- **Agenda items moved to 9/21/18 URPC meeting:**
 - 2017-18 Year-End Overview
 - Operating Fund Reserves Update
 - Graduation Initiative 2025
 - Strategic Enrollment Management (SEM) Plan

2:00 – 2:10 **Break**

2:10 – 2:30 **Integrated Assessment, Planning and Budget Process Update (IAPB)** (Presentation by Josh Smith)

- **Brief Summary**
 - IAPB group was formed to develop a conceptual model to consistently and uniformly review resource requests and the model was presented to URPC in August of 2016.
 - Now the implementation team is actively working to develop a proactive resource allocation process informed by assessment and planning measurement components.
 - The process is being piloted in ITS and SSA this fall.
 - Ultimately this process will be how URPC is reviewing requests.
 - More information is available at [IAPB website](#)

2:30 – 3:00 **Group Discussion – Prioritizing URPC Work for the AY 2018-19**

- Discussion on initial prioritization:
 - Communication Subcommittee was established: Cyril, Mark, Jim, Frank, Sarah, and a student representative. Subcommittee will bring communication recommendations to next meeting.
 - Amber will go through URPC President's charge and itemize where efforts are underway.