

CAL POLY HUMBOLDT
University Resources & Planning Committee
October 18, 2024
1:00 pm – 2:30 pm

In-person meeting location: JGC 305 or join [Zoom](#):

<https://humboldtstate.zoom.us/j/82650323797?pwd=E2iddreENbbnawhM6oM4vQsrVCn2Cb.1>

Zoom information

Meeting ID: 826 5032 3797

Passcode: 592099

URPC Meeting Agenda

1. Welcome and approval of the minutes from September 20, 2024
2. President Spagna will join the URPC meeting and discuss the charge.
3. Budget director search update: interviews underway, URPC & Budget will be invited to campus interviews. Dates are to be determined.
4. USFAC- New Research Vessel Name Update on Process
5. Divisional Updates Schedule:
 - Academic Affairs- November 15, 2024
 - Administrative Affairs- November 1, 2024
 - Advancement- December 6, 2024
 - Athletics- December 6, 2024
 - Enrollment Management and Student Success- November 15, 2024
 - President's Office- November 1, 2024
 - University Wide- November 1, 2024
6. Budget 101- Campus Information Session
 - Scheduled for October 22, 2024- 11:30am - 1:00pm in the Banquet Room.
 - Lunch will be provided.
 - Campus communication to go out soon
 - Melanie / Wysdem: can we still share this on Hum Bot?
7. Other items?

URPC Charge for Academic Year 2024-2025

1. Continue efforts in educating the campus community on state, CSU and campus fiscal matters through platforms such as the successful budget forum series.
2. Partner on multi-year scenario planning.
3. Collaborate on initiatives to help the campus identify both short and long-term strategies for cost savings, cost avoidance and alternative revenue generation.
4. Provide feedback and guidance on the University Resource Allocation Model proposed by the University Budget Office.

5. Recommend a balanced budget to the President at the end of the academic year for consideration.

Senate Bylaws related to URPC

- The Committee shall make recommendations to the Senate and, within the policy guidelines established by the Senate, advise the President and appropriate administrative officers concerning the allocation of university resources and general budget policy.
- The Committee shall act as the deliberative body of the Senate on issues pertaining to university budgets, long term capital planning, and allocation of special funds.
- The Committee shall question, review, and evaluate resource allocations based on current fiscal priorities and strategies in support of the University vision and Strategic Plan and evaluate consistency of resource HSU Faculty Handbook Appendix F, Part 2 University Senate Bylaws and Rules of Procedure Updated: 1/2020 allocations (both budgeted and un-budget).
- The Committee shall review and make recommendations concerning new budget allocations (augmentations and reductions), cross-divisional budget allocations and allocations to special funds, and advise administrators on the use of those funds. It is not the role of this committee to interfere with internal division processes, but rather to review and evaluate the consistency of resource allocations with agreed upon budget priorities and the University's vision and strategic plan. The function shall not be construed as to in any way imply an authority with regard to specific personnel decisions, and at all times is constrained by contractual agreements of the University.
- The Committee shall receive quarterly budget reports to review how budgeted and unbudgeted funds are spent relative to agreed budget categories and priorities, and make relevant recommendations
- The Committee shall review reports on budget and expenditure outcomes and impacts; it shall receive, review and advise on annual reports from division leaders concerning achievements relative to projected goals and objectives
- The Committee shall serve as the consultative body on long term fiscal planning, reviewing patterns of previous expenditures and proposing changes as they may affect student success consistent with the University mission, and making general policy recommendations regarding present and future resource decisions including consultation on the development of proposals for non-traditional funding.

Tentative Schedule for URPC and Planning Group for 2024-2025

Fall 2024

| URPC SBS 405 (or JGC 325) & Zoom | URPC Planning Group TBD |
|--|-----------------------------------|
| September 6 (week 2) | TBD (week 3) |
| September 20 (week 4) | TBD (week 5) |
| October 4 (week 6) | TBD (week 7) |
| October 18 @ JGC 325 (week 8) | TBD (week 9) |
| November 1 (week 10) | TBD (week 11) |
| November 15 (week 12) | TBD (week 13) |
| December 6 (week 15) | TBD (week 16) |
| December 20 (week 17) | <i>Finals Week December 16-20</i> |

Spring 2025

| URPC SBS 405 & Zoom | URPC Planning Group |
|-------------------------------|------------------------------|
| January 31 (week 2) | TBD (week 3) |
| February 14 (week 4) | TBD (week 5) |
| February 28 (week 6) | TBD (week 7) |
| March 14 (week 8) | TBD (week 9) |
| April 4 (week 11) | TBD (week 12) |
| April 18 (week 13) | TBD (week 14) |
| May 2 (week 15) | TBD (week 16) |
| May 16 (week 17) | <i>Finals Week May 12-16</i> |