

Cal Poly Humboldt

UNIVERSITY RESOURCES AND PLANNING COMMITTEE

November 1, 2024

1:00 pm – 2:30 pm

Location

In-person in SBS 405

Zoom: [here](#)

URPC Meeting Agenda

1. Welcome and approval of the minutes from October 18, 2024
2. Informational item: Preliminary proposed budget target scenarios & divisional goals. We're in the stage of the budgetary process where the budget office develops initial scenarios to accommodate the budgetary changes that have been signaled at the state and system level. As the budgetary landscape evolves, the committee will be invited to review and provide feedback You can preview the information [here](#) .
3. Divisional Updates:
 - President's Office (1:20)
 - University Wide (1:35)
 - Administrative Affairs (1:55)
4. 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>