

CAL POLY HUMBOLDT

University Resources & Planning Committee (URPC)

March 14, 2025

Meeting Date, Time & Location

- Date: 3/14/2025
- Time: 1:00 – 2:30 PM
- Location: SBS 405 and Zoom

Zoom Details

[ZOOM LINK](#)

URPC Meeting Agenda

1. Approval of the meeting minutes from March 7, 2025
 2. WASC Steering Committee Visit: Updates. [Review essays \(Essay 3\)](#) and provide feedback.
 3. Review and discuss the [Draft Budget Recommendation](#); use [draft reduction template](#) to play with percents.
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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

URPC (SBS 405 & Zoom)	Topic & Timeline
Thursday, Feb 6, 11:30-1:00, SAC 131	Budget 101+ Budget Update Open Forum
Friday, February 21, 2 hour	Divisional Reduction Plan Presentations Admin Affairs, Advancement, President, Univ Wide
Friday, February 28, 2.5 hour	Divisional Reduction Plan Presentations Academic Affairs, Athletics, EMSS
Friday, March 7, 1.5 hour	WASC Steering Committee Visit Working Session on Budget Recommendation Update on roadshow progress.
Friday, March 14, 1.5 hour	WASC Steering Committee Visit Working Session On Final Draft, issue to Sen Ex
Tuesday, March 25	Sen Ex Review
Friday, March 28, 1 hour	Review Sen Ex Comments
Tuesday, April 1	Senate First Reading
Friday, April 4, 0-1.5 hour (depending on Senate comments)	Working Session on Senate Comments

Tuesday, April 15	Senate Second Reading
Friday, April 18	Reserve for any work on Senate comments
Friday, May 2	Reserve just in case