

**DRAFT**

<p><b>PLANNING, RESOURCE AND BUDGET COMMITTEE</b></p> <p><b>Minutes</b></p> <p><b>March 18, 2016</b></p> <p><b>1:00 PM – 2:30 PM</b></p> <p><b>CP-1060-05</b></p>
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**Attendance**

	Michael Badal	√	Mike DeMars	√	Bill Meyer
√	Erica Bowers	√	Berenecea Johnson Eanes		Dave Mickey
	Gail Brooks		Mildred García	√	Irena Praitis
√	Jon Bruschke		Christa Johnson	√	Greg Saks
√	Ann Camp representing President Mildred García	√	Danny C. Kim		Gabe Sedenó
√	José Cruz	√	Stacy Mallicoat	√	Michael Shafae
√	Amir Dabirian	√	David McKenzie	√	Sora Tanjasiri
√	Paul De Land		Robert Mead		

Guests: Adamson, Graylee, Kopecky, Lynch, McMahan, van der Pol, Wong

**I. Call to Order**

- Chair Bowers called the meeting to order at 1:02 pm.

**II. Announcements**

- Meyer reminded everyone to vote in the upcoming All-University Elections for Spring 2016.
- Bruschke offered a brief update on the PBF memo. Data was provided by VP Kim, suggested reaching out to local legislators to advocate for additional funding.
- Chair Bowers will notify members of March 28 and April 15 meeting status

**III. Approval of Minutes**

- March 4, 2016
  - M/S/P Dabirian, De Land
- February 19, 2016
  - Revised as requested

**IV. New Business**

## 4.1 Next Year's Budget Projections – VP Kim

- VP Kim provided members and guests with the “2016-2017 Budget Outlook” from a power point presentation.

The overview included the following topics:

- Governor’s Preliminary Budget
  - Summary:
    - \$148.3m increase for Support, scholarship and lease revenue rental
    - Deferred maintenance and Energy projects (one-time funds)
    - Tuition flat
    - Improve graduation rates (24% by 2025)
  - Additional items:
    - Economic expansion
    - Prop 2 rainy day fund
    - Minimum wage proposal from \$10/hr to \$15/hr
- Review of Budget Strategies from 15-16 Process
  - Divisional carry-forward and reserve funds; one-time funds; Capital matching funds; Deferred maintenance, Advocate for state-wide equity
- Budget Themes and Challenges for 16-17
  - Enrollment increases; low growth rate; TTF positions; Deferred maintenance; Baseline funding; IRP’s; Minimum wage increases; Faculty promotions
- Fiscal Year 2016-17 – Budget Projections – Sources of Revenue and Projected Sources of Revenue
  - Sources of Revenue; CSU Request 3%; CSUF 3% Enrollment; Enrollment and FTES; One-Time for a total net available of \$4,051,568

#### 4.2 Facilities – Willem van der Pol

- Guest van der Pol offered a Facilities Management update on “Improving Project Delivery” with an overview of Assessment, Findings and Recommendations, and Improvement Strategies.
  - Assessment
    - Evaluate Organization and Recommendations
    - Review Projects and Recommendations
    - Metrics and Recommendations
  - Response – Guiding Principles, Strategies, Assessment
  - Principles – Proactive, Expedient, Adapt/Adjust, Transparent/Resourceful
  - Campus Perspective – One entity, Web portal, Customer assistance, Universal format, Expand baseline service
  - Responding to Change – Sacramento, Chancellor’s Office, Campus
  - Strategies
    - Re-organize Facilities Planning & Management (12/2014) and Facilities Management (03/2016)
    - Improve Project Request Process
    - Improve Project Delivery Process – Project Delivery “Lanes”
    - Baseline Services – Increase services, Limit fees, Improve delivery, Increase planning and services
    - On-Line Access – FM website, FacilitiesLink
    - FM Evaluation Program

#### 4.3 Review of Last Year's Priorities - VP Kim

- VP Kim presented a review of the "Status of FY 2014-15 Allocations" based on the following categories for a total of \$24,053,971
  - Operationalization of the University's Strategic Plan – \$3,807,499
    - Tenure Track Faculty Recruitment – 133 Positions (Year 2 of 2)
    - Academic Affairs Assessment
    - Development of Administrative Support for Colleges
  - Reinvesting in Instructional & Support Infrastructure - \$3,856,639
    - Building, Grounds & Maintenance - \$3m (\$1m baseline in FY 14/15)
    - Chargeback Relief (Capital Project Management) for State Funded Projects - \$452,424 (Year 2)
    - Classroom Refurbishment (Year 2 of 5)
    - CMS Loan (Year 9 of 9)
    - Irvine Campus
  - Core Operations Critical to Support Student Success - \$5,407,702
    - Faculty Promotions and Benefits
  - Strategically Addressing Structural Deficits - \$2,705,686
    - Faculty Sabbatical - 61 out of 72 Sabbaticals granted
    - HRDI – Diversity, EAP, University Awards, Investigations
    - IT – iPad Mini/iPad Air rollout/refresh
  - Over-Enrollment – \$8,276,455
    - Student Affairs Financial Aid and Center of Internship & Community Engagement (CICE)
  
- Chair Bowers informed members that direction/information regarding the budget priorities 'dot exercise' will be sent via email. The 'as needed' meeting scheduled for Friday, March 28 is cancelled (reference March 21<sup>st</sup> email from Mara Cabrera).

#### V. Adjournment

- M/S/P Dabirian, De Land at 2:31 pm

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#### *Future items:*

- FY 2016-2017 Priorities- April 8, 2016
  - Review of Draft PRBC Recommendations Memo- April 22, 2016
  - Staffing ratio issues- Interim VP Brooks, April 22, 2016
  - High Impact Practices (HIPs) pilot update- Provost Cruz, April 22, 2016
  - Finalize PRBC Recommendations Memo- May 6, 2016
  - Updated Budget Projections/May Revise- VP Kim, May 6, 2016
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Respectfully submitted: May Wong