

# PLANNING, RESOURCE AND BUDGET COMMITTEE MINUTES

OCTOBER 1, 2021

1:00 PM – 2:30 PM VIA ZOOM

## ATTENDANCE

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<input checked="" type="checkbox"/> Bruschke, Jon	<input checked="" type="checkbox"/> Hallett, Cassandra	<input checked="" type="checkbox"/> Oseguera, Tonantzin
<input type="checkbox"/> Chavez, Minerva	<input checked="" type="checkbox"/> Huang, Jidong	<input type="checkbox"/> Rodriguez, Eric
<input checked="" type="checkbox"/> Coley, Ron	<input checked="" type="checkbox"/> Kim-Goh, Mikyong	<input type="checkbox"/> Saks, Greg
<input checked="" type="checkbox"/> Dabirian, Amir	<input checked="" type="checkbox"/> Mallicoat, Stacy ( <b>Chair</b> )	<input checked="" type="checkbox"/> Stambough, Stephen
<input checked="" type="checkbox"/> Davis, Anthony	<input checked="" type="checkbox"/> McConnell, Craig	<input checked="" type="checkbox"/> Thomas, Carolyn
<input checked="" type="checkbox"/> De Lijser, Peter	<input checked="" type="checkbox"/> Meyer, Bill	<input checked="" type="checkbox"/> Virjee, Framroze
<input type="checkbox"/> Forgues, David	<input checked="" type="checkbox"/> Mitchell, Joshua	<input checked="" type="checkbox"/> Yong, Emeline
<input checked="" type="checkbox"/> Garcia, Danielle ( <b>designee</b> )	<input type="checkbox"/> Nagai, Nelson	

**Guests:** Adamson, Graylee, Garcia, Hidalgo, Nguyen, Scialdone, Tran

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### I. Call to Order

- 1.1 Chair Mallicoat called to order at 1:00 PM

### II. Urgent Business

- 2.1 No urgent business

### III. Announcements

- 3.1 All university personnel need to update their single-sign on (SSO) password. The annual, university-wide effort to ensure compliance starts the first week of October.
- 3.2 Provost Thomas announced that her office will provide college administrators, additional information to supplement the President's response to PRBC's memo
- 3.3 In honor of Latinx Heritage Month, the university is hosting a panel event entitled, Titan Table Talk: Resiliency in Latinx Communities. The event is scheduled Tuesday, October 5, 2021.
- 3.4 Live events return to campus including athletic events, live theater and musical performances. A production of The Spongebob Musical begins its run October 13.

**IV. Approval of Minutes**

- 4.1 M/S/P (Meyer/ Yong) Motion to approve minutes from PRBC September 3, 2021, subject to name correction. Minutes approved by acclamation.

**V. New Business**

- 5.1 Summary of 2020-2021 PRBC Recommendations and President's Annual Budget Memorandum

President Virjee began with thanking members of the committee for providing their recommendations that helped inform this year's budget process. He continued with a brief overview of the fiscal budget that reinforces the points made in the President's Annual Budget Memorandum. President Virjee then announced that, after concerted advocacy by CSUF, the Chancellor's Office agreed to a revising the method used to allocate new baseline funding to campuses not otherwise allocated towards mandatory cost increases. This method sets aside 10% to resolve long-standing funding inequities, of which, CSUF received \$1.5 million in new, recurring baseline. He also notes that the campus also has access to federal emergency relief funds for expenses incurred as a result of the pandemic. These resources have been allocated and the campus is working to expend funds by the grant deadline. Lastly, President Virjee spoke about the university's continuing focus on building prudent reserves. Over the past year, the university has had to rely on its reserves for continued operations. A portion of federal emergency relief funding was used to replenish reserves to pre-pandemic levels, though much work is still needed to achieve a minimum threshold of approximately three months of operating expenses.

**Q&A:**

Q: *(Meyer)* How much is this year's over-enrollment target?

A: *(AVP Graylee)* The campus has over-enrollment over what was observed in FY 2019-20 but not as high as in FY 2020-21. *(Provost Thomas)* CSUF is on track with meeting baseline target enrollment, though it continues to be closely tracked and monitored.

*(President Virjee)* The campus is not fully funded for enrollment over target so CSUF sought and received approval to revise its master plan allowing for future increases in its enrolment target.

Q: *(Meyer)* Did the College of the Arts applied for HEERF funding to offset ticket revenue losses?

A: *(AVP Graylee)* College of the Arts had been approved to recover from HEERF for lost revenue. *(President Virjee)* noted that while all HEERF funds have been allocated, there may be opportunities later in the year for additional proposals to use HEERF funds by redistributing budget projected to be unspent by the grant deadline.

Q: *(Meyer)* Could the university create grant funds to support faculty independent research and creative activities that would not otherwise have funding?

A: *(President Virjee)* It is within PRBC's charter to make that recommendation, though the committee must consider that funding new programs must necessarily come by deallocating existing programs.

Q: *(Stambough)* Given the progress CSUF made in redressing funding inequities, would it be helpful to make additional appeals for more funding from the system wide office?

A: *(President Virjee)* The prevailing strategy is to wait until the impact of the Chancellor's Office equalization plan becomes clearer.

Q: *(Stambough)* Are we aware of any discussions system wide to re-bench allocation of over enrollment to match current demand at each of the campuses?

A: *(President Virjee)* There had been some discussion with previous system wide administrators, but we now have a new EVC for Academic and Student Affairs. There is a group retreat next month where CSUF can ask about progress on this question.

Q: *(Mallicoat)* Are there any southern California campuses who are under-enrolled? Are these campuses primarily in northern California?

A: *(President Virjee)* The new redirect policy helped to stabilize enrollment across the system but there continues to be some under-enrolled campuses. There may be some under-enrolled campuses in southern California, but the majority of under-enrolled campuses are in northern California.

Q: *(Bruschke)* Are details about the equalization plan available online?

A: *(AVP Graylee)* The allocation amounts are published in the CO budget allocation memo, but details on the methodology are not widely available.

Q: *(Bruschke)* What are some of the ways that the budget interacts with the campus's commitment to Diversity, Equity and Conclusion that PRBC should pay attention to?

A: *(President Virjee)* There a number of ways that the budget priorities align with our commitment to Equity, Diversity and Inclusion (DEI) that include ensuring the division of HRDI is adequately resourced, promoting the development of new and innovative programs within the division of Academic Affairs, and providing student support to remediate the achievement gap. PRBC is encouraged to review programs that are working and contributing meaningfully to DEI. PRBC is also encouraged to refer to CSUF's published Guiding Principles for Social Justice and incorporate these criteria when evaluating budget priorities.

## 5.2 Survey for Division presentations

Chair Mallicoat asked for additional feedback on the draft survey for Division presentations. This information will be shared with divisional leaders as they plan their presentations to PRBC. She announced a tentative fall schedule for presentations.

## 5.3 Meeting format

Chair Mallicoat asked whether the hybrid meeting format continues to work for the committee. There followed a discussion on the merits of each format. Chair Mallicoat proposed hosting meeting at PLN-130.

## 5.4 Elect Vice Chair

Chair Mallicoat asked for nominations for the position of Vice Chair. McConnell nominated Bruschke, who accepted the nomination. Bruschke assumes the position of Vice Chair for this academic year and will then serve as chair of PRBC in the next academic year.

**VI. Adjournment**

6.1 M/S/P (Dabirian/ Yong) Meeting adjourned at 2:05 PM.

Future Items

- Elect Vice Chair 10/1
- UPS 100.605 review 10/1
- Academic Affairs 10/5
- New Degree Proposal, Applied Computer Science, M.S.
- Division Presentations
  - University Advancement 11/5
  - Academic Affairs 10/15
  - Student Affairs 10/1
  - Information Technology
  - Human Resources, Diversity and Inclusion
  - Administration and Finance

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Respectfully submitted: Jhofelle Maruzzo, and Oliver Ravela