

# PLANNING, RESOURCE AND BUDGET COMMITTEE MINUTES

SEPTEMBER 3, 2021  
1:00 PM – 2:30 PM VIA ZOOM

## ATTENDANCE

---

<input checked="" type="checkbox"/> Bruschke, Jon	<input checked="" type="checkbox"/> Hallett, Cassandra	<input type="checkbox"/> Oseguera, Tonantzin
<input checked="" type="checkbox"/> Chavez, Minerva	<input checked="" type="checkbox"/> Huang, Jidong	<input checked="" type="checkbox"/> Rodriguez, Eric
<input checked="" type="checkbox"/> Coley, Ron	<input checked="" type="checkbox"/> Kim-Goh, Mikyong	<input type="checkbox"/> Saks, Greg
<input type="checkbox"/> Dabirian, Amir	<input checked="" type="checkbox"/> Mallicoat, Stacy ( <b>Chair</b> )	<input checked="" type="checkbox"/> Stambough, Stephen
<input 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 checked="" 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:** Balderas, Graylee, Hidalgo for Dabirian, Nguyen, Sha, Tran

---

### I. Call to Order

1.1 Chair Mallicoat called to order at 1:07 PM

### II. Urgent Business

2.1 No urgent business

### III. Announcements

3.1 No announcements

### IV. Approval of Minutes

4.1 M/S/P (Meyer/Forgues) Motion to approve minutes from PRBC April 30, 2021. Minutes approved by acclamation.

### V. New Business

- 5.1 AY 2021-22 Schedule
- 5.2 Meeting format for AY 2021-2022
- 5.3 Planning, Resource & Budget Committee Overview

- 5.4 Revised budget process
- 5.5 Setting an agenda for 2021-2022
- 5.6 UPS 100.201 review

Chair Mallicoat announced that PRBC meetings have been scheduled through the academic year. The meeting format will continue to accommodate participants who wish to attend via Zoom. Due to the change in budget process, the work of drafting the annual PRBC budget memo to the President will move from the end of the Spring Semester to starting in January.

Chair Mallicoat summarized proposed changes to UPS 100.201. These changes were intended to clarify various PRBC procedures.

M/S/P (Bruschke/ Yong) Motion to approve changes to UPS 100.201 and forward to the Academic Senate for consideration. Motion approved by acclamation.

Bruschke raised the concern that the university may realize lower than expected enrollment in the Spring Semester due to the expiration of emergency authorization from WASC allowing for greater online instructional delivery. Stambough suggested that it may be possible to convene a subcommittee to review and possibly streamline policies and procedures to approve changes to course modalities. Chair Mallicoat inquired if WASC has made any new announcements concerning the expiration of emergency authorization. Provost Thomas indicated that WASC has made no new statements since the summer. President Virjee relayed to the committee that university administration is monitoring enrollment and has plans in place to consider all impacts, including impacts to the budget. President Virjee also shared that the university expects no significant degradation to enrollment in the spring. Bruschke suggested that it seems appropriate that PRBC actively participate in university planning around enrollment, citing the principle of shared governance and PRBC's charter to consider issues related to budget and planning. Provost Thomas reiterated the point that the university is proactively managing Spring enrollment and they do not anticipate a severe decrease from plan. Provost Thomas also added that her office is working with the college Deans and with other provosts system wide on the question of course modalities.

President Virjee thanked the work of PRBC and shared with the committee his ideas of how best to prosecute its mission. These ideas included assigning priorities to different PRBC recommendations, continuing to ensure that these priorities align with the universities strategy and mission, and continuing to engage in the overall budget and planning process with all stakeholders across the state and at the Chancellor's Office.

Chair Mallicoat asked committee members to consider which topics they would like more information on for future presentations in the spring. Bruschke referenced a report delivered by the Provost at Academic Senate and asked whether it was a charge for this committee to take up issues raised in that report. Provost Thomas encouraged the committee to explore the points made in that report. Provost Thomas also introduced a larger effort to understand the cost of operations at a granular level and the relationship between resources and academic quality.

**VI. Adjournment**

6.1 M/S/P (Hidalgo/ Brusckke) Meeting adjourned at 2:00 PM.

Future Items

- Summary of 2020-2021 PRBC Recommendations 9/17
- President's Annual Budget Memorandum 9/17
- Elect Vice Chair 10/1
- UPS 100.605 review 10/1
- Academic Affairs 10/5
- New Degree Proposal, Applied Computer Science, M.S.

---

Respectfully submitted: Jhofelle Maruzzo, and Oliver Ravela