

# PLANNING, RESOURCE AND BUDGET COMMITTEE MINUTES

NOVEMBER 4, 2022  
1:00 PM – 2:30 PM VIA ZOOM

## ATTENDANCE

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<input checked="" type="checkbox"/> Barros, Joao	<input checked="" type="checkbox"/> Huang, Jidong	<input type="checkbox"/> Rodriguez, Eric
<input type="checkbox"/> Brennan, Catherine	<input checked="" type="checkbox"/> Kim-Goh, Mikyong	<input type="checkbox"/> Saks, Greg
<input checked="" type="checkbox"/> Brusckke, Jon ( <b>Chair</b> )	<input type="checkbox"/> Martinez, Mayra	<input checked="" type="checkbox"/> Stone, Sam
<input type="checkbox"/> Chávez, Minerva	<input checked="" type="checkbox"/> McConnell, Craig	<input type="checkbox"/> Thomas, Carolyn
<input checked="" type="checkbox"/> Dabirian, Amir	<input checked="" type="checkbox"/> Meyer, Bill	<input checked="" type="checkbox"/> Virjee, Framroze
<input checked="" type="checkbox"/> Davis, Anthony	<input type="checkbox"/> Nagai, Nelson	
<input checked="" type="checkbox"/> Forgues, David	<input type="checkbox"/> Oseguera, Tonantzin	
<input checked="" type="checkbox"/> Garcia, Danielle ( <b>designee</b> )	<input checked="" type="checkbox"/> Porter, Alexander	

**Guests:** Adamson, Balderas, Camacho, Graylee, Hidalgo, Scialdone for Oseguera, Steele, Tran, Zarate

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### I. Call to Order

- 1.1 Chair Brusckke called to order at 1:03 PM

### II. Introductions

### III. Announcements

- 3.1 HRDI has streamlined the process for engaging program performance reviewers.
- 3.2 The Faculty Development Center has received baseline funding.
- 3.3 Working groups are continuing to make progress. The committee intends to focus on drafting the Memorandum of PRBC recommendations through the meetings scheduled for December

### IV. Approval of Minutes

- 4.1 M/S/P (Dabirian/ Meyer) Motion to approve minutes from October 14, 2022. Minutes approved by acclamation.

**V. New business**

## 5.1 Division of HRDI Presentation to PRBC

Vice President David Forgues delivered the division of HRDI's presentation to PRBC. He announced that the 21-22 HRDI Annual Report was published and distributed to all staff and faculty. He highlighted divisional accomplishments over the past year that included the implementation of intentional inclusive practices in faculty recruitment, the creation of a staff development center, and establishing the Titan Flex program that allows for additional flexible working options. Through one-time support from the McKenzie Scott gift the division was able to provide the campus benefits like DEI focused programming, the SDC/ Staff Con event and FSA engagement.

Q&A:

Q: (Kim Goh) Can you explain the telecommuting policy? Anecdotally, it seems that staff and faculty have different experiences across campus.

A: (VP Forgues) The telecommuting policy is founded on an agreement between the employee and their manager that allows for some flexibility while ensuring continued, seamless operations. As we continue to learn from our experience repopulating the campus we're encouraging management at all levels to consider the flexibility and benefits afforded by the telecommuting policy.

Q: (Huang) Can you describe the SDC's governance?

A: (VP Forgues) The SDC has a director who receives feedback from an SDC advisory committee composed of members of each of the different bargaining units across the university.

Q: (Huang) The summer 9/80 program was well received but our department chairs found that they were ineligible to participate. Is this something that can be extended to cover chairs as well?

A: (VP Forgues) I'll have conversations to see if we can include chairs in any future iteration of this program.

## 5.2 President's Response to PRBC Recommendations Memorandum

President Virjee shared additional thoughts and comments on the Response to PRBC Recommendations Memorandum to supplement the presentation given to the full Academic Senate given earlier in the week. He notes that Legislative Analyst's Office predicts the state will face a \$24 billion deficit in the coming budget year which will more than likely impact the level of state funding for the CSU. He also shared that the CSU system overall is 7% under enrolled, though CSUF continues to show strong enrollment. While the outlook from the state is grim, the campus has some ability to use reserves strategically on a one-time basis.

Q&A:

Q: (Chair Brusckke) Can you describe the \$6.4 million in one-time mandatory costs for compensation? While funded one-time, are these ongoing costs for the campus?

A: (VP Porter) This represents one-time stipends and aren't considered ongoing costs unless agreed upon in future negotiations with bargaining units.

Q: (Kim Goh) Can you clarify the partial baseline funding for FDC?

A: (President Virjee) The FDC was previously supported with one-time funds and was made given some baseline funding beginning this fiscal year.

A: (VP Porter) FDC is now 50% baseline funded.

A: (Adamson) Academic Affairs is strategizing on ways to augment one-time funds to ensure the FDC continues to maintain their service levels while working towards providing them full baseline funding.

5.3 Tentative: Chair presentation of Council of Chairs feedback, 22-23 committee-identified priorities, Strategic Plan, and priorities in the 21-22 PRBC memo

Chair Bruschke reminded the committee of planned calendar of events for the rest of the year. He notes that the UPS establishing PRBC no longer accurately describes how the committee functions in practice and suggest that either the committee revises its activities to conform to the UPS or revise the UPS itself to reflect the current working practices of the group. He advised the committee that the President's memo response to PRBC is shared to members in the DropBox.

Chair Bruschke then shared a report of feedback received from the Council of Chairs. The Council identified staff retention is a key concern and staff pay a key factor in preventing turnover. The Council also echoed a recommendation included in last year's PRBC memo, that the campus established a multi-year budgeting process. Chairs noted that they receive operational budgets in the middle of the Fall semester and that this delay prevents them from making meaningful plans.

Q&A:

Q: (Davis) Do the priorities listed on the presentation represent the complete set of recommendations? I just want to make sure that priorities identified in the previous budget memo that were not included in this presentation have an opportunity to be included in this year's memo as well.

A: (Chair Bruschke) This list on the presentation is not intended to be all inclusive and is more a representative sample of the committee's priorities. There will be time and space made to allow for the consideration and possible incorporation of priorities not specifically listed here.

Q: (Meyer) The financial processes in the university do sometimes lead to some inefficiencies. Is there an effort to look at existing processes and make improvements and streamline where possible?

A: (VP Porter) Absolutely. The division is conducting an effort right now to review processes and find efficiencies. In addition, this office will be meeting with divisions to answer questions and provide consultations on the university budget.

## VI. Adjournment

M/S/P (Dabirian/ Meyer) Meeting adjourned at 2:17 PM

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*Respectfully submitted: Jhofelle Maruzzo and Oliver Ravela*