

PLANNING, RESOURCE AND BUDGET COMMITTEE MINUTES

OCTOBER 2, 2020

1:00 PM – 2:30 PM VIA ZOOM

ATTENDANCE

<input checked="" type="checkbox"/> Dabirian, Amir	<input checked="" type="checkbox"/> Mallicoat, Stacy	<input checked="" type="checkbox"/> Thomas, Carolyn
<input checked="" type="checkbox"/> Davis, Anthony	<input checked="" type="checkbox"/> McConnell, Craig	<input checked="" type="checkbox"/> Virjee, Framroze
<input checked="" type="checkbox"/> de Lijser, Peter	<input checked="" type="checkbox"/> Meyer, Bill	<input checked="" type="checkbox"/> Walker, Sean
<input checked="" type="checkbox"/> Forgues, David	<input type="checkbox"/> Nagai, Nelson	<input checked="" type="checkbox"/> Yong, Emeline
<input checked="" type="checkbox"/> Garcia, Danielle representing President Framroze Virjee	<input checked="" type="checkbox"/> Ngo, Chean Chin	<input checked="" type="checkbox"/> Zarate, Maria Estela (Chair)
<input checked="" type="checkbox"/> Kim, Danny C.	<input checked="" type="checkbox"/> Oseguera, Tonantzin	
<input checked="" type="checkbox"/> Kim-Goh, Mikyong	<input checked="" type="checkbox"/> Saks, Greg	
<input checked="" type="checkbox"/> Lucas, Marcia	<input checked="" type="checkbox"/> Seung, HyeKyeung	

Guests: Adamson, Balderas, Fontaine, Graham, Graylee, Hidalgo, Nguyen, Robinson

I. Call to Order

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

II. Urgent Business

- 2.1 No urgent business announced

III. Announcements

- 3.1 Communication Sciences and Disorders to host a virtual Open House on 10/2/2020 from 4pm to 5:30 pm. Graduate students interested in graduate program offerings are encouraged to attend.
- 3.2 The CSU Office of the Chancellor invites all to attend a GI 2025 Convening scheduled October 23, 2020.

IV. Approval of Minutes

- 4.1 Minutes September 18, 2020 – draft
- M/S/P Mallicoat, Meyer

V. New Business

5.1 President's Annual Budget Memo

- President Virjee thanked the work of the committee in producing the PRBC memo in the spring of 2020 and looked forward to collaborating with the committee again this year.
- He observed the university faced strong financial headwinds that present a challenging fiscal environment this academic year and continuing for some time after that.
 - Includes a reduction in state support, decreased fees from changing enrollment patterns, unfunded mandatory costs, and unfunded mandates like GI 2025
 - The Chancellor's Office distributed reductions to campuses using a combination of relative share of the overall systemwide budget and relative share of Pell eligible students enrolled, where campuses with greater numbers of Pell eligible students were allocated a smaller portion of this cut. Each method comprised 50% of the total cut systemwide.
- The President's memo includes decisions made by the campus to address the budget cut which will include the use of external funding (CARES Act, etc.), one-time reserves, cost-avoidance and expenditure reductions.
- The solutions presented are intended to protect the instructional budget to the greatest degree possible
 - Over enrollment revenue allocated to academic affairs
 - One-time partial restoration of the budget cut allocated to academic affairs from one-time sources
 - Creates a structural deficit for the following fiscal year
- Budget challenges will span multiple fiscal years and planning must also account for multiple fiscal years
- The university has issued layoff notices and is considering all options including furloughs in the 2021-22
- Mallicoat asked how the university plans to make progress on GI 2025 without funding towards this effort
 - President Virjee noted that funding challenges will continue to persist, and that the university will need to think strategically about the programs it is able to support in this challenging environment
 - President Virjee will continue advocating for greater support from the Chancellor's Office and the state and encourages all members of the campus community to join in advocacy efforts.
- Walker asked the extent to which the campus is using one-time reserves to fill budget gaps
 - President Virjee expects that the use of one-time reserves cannot be sustained for more than a year and that the university must make hard choices to close any structural deficits

- VP Kim noted that the university faces a structural deficit totaling approximately \$1 million from unfunded mandatory cost increases that include employee retirement benefits, and compliance with state minimum wage requirements. In addition, the campus has a significant deferred maintenance backlog that will continue as the university diverts budget from deferred maintenance to preserve instruction.
- Walker inquired on the fiscal impact to auxiliaries and self-support enterprises like parking and housing
 - President Virjee responded that auxiliaries and self-support enterprises responded quickly during the early months of the pandemic to reduce staffing and contain costs.
 - He continued by observing that parking refunded approximately \$8 million in the spring of 2020 and expects to see a loss of \$16 million of expected revenue in the current fiscal year.
 - He also noted that student housing is operating at reduced capacity to maintain social distancing but will not be offered any relief from existing debt obligations. Similarly, the student union and the recreation center continue to be obligated to existing debt but are expected to have diminished revenues in the current fiscal year.
- President Virjee advised the committee that the university issued layoff notices due to lack of work
 - Virtual instruction meant that fewer classrooms and offices needed to be maintained regularly
 - Layoffs while painful were made necessary for lack of work and for the university to maintain its fiduciary duty
- Kim-Goh asked about the possibility of furloughs for faculty
 - President Virjee responded that furloughs are implemented at the systemwide level and are negotiated with each collective bargaining unit.
 - He reminded the committee that Chancellor White signaled the possibility of furloughs in the 2021-22 fiscal year in his communication to the CSU earlier this year
 - He observed that if the state continues with the reduced funding for the CSU, some action will need to be taken to manage personnel costs, whether that may mean furloughs or additional layoffs
- Chair Zarate asked whether over-enrollment is a potential strategy to manage the budget shortfall
 - President Virjee observed that enrollment up to target provides the university with revenue from the state and from student fees; enrollment above target, over enrollment, only provides revenue from student fees
 - He also cautioned that reducing enrollment also brings fiscal challenges from reduced revenue

- VP Kim added that one way the Chancellor's Office can support CSUF is by increasing the campus baseline enrollment so that existing over enrollment can be converted to baseline enrollment and consequently eligible for state support as the over enrollment is not.
- Meyer shared a similar experience the university had during the 1990s how important it is that funding matches the demands of teaching currently enrolled students
- President Virjee affirmed the position that among its peers, CSUF is under funded on a per student basis. He is hopeful that Chancellor-select Castro will be more amenable to a re-benching exercise considering that the Chancellor-select had a similar experience during his tenure at the University of California.

5.2 Agenda for 2020-2021

- Item tabled for a future meeting

5.3 Program Review

- Security Studies Certificate
 - Proposal presented by Robert Robinson, Associate Professor of Political Science
 - The proposal arose from an existing community of scholars, the Intelligence Community Scholars (IC).
 - This program is supported by a consortium of 7 CSU campuses
 - Attracts approximately 10 students annually
 - Graduates of the IC Scholars program are finding that they're not able to list their participation in IC on their CV
 - The proposed certificate hopes to be a way to demonstrate that certificate holders have successfully undergone specialized training in topics of interest to the intelligence community without impairing future employment in the intelligence community field
 - The certificate relies on repackaging existing courses and is not anticipated to incur additional costs
 - Seung asked if this proposal is for graduates or undergraduates.
 - Robinson responded that the certificate is intended for undergraduates
 - Mallicoat asked what the relationship is between this certificate and the political science major in terms of unique units.
 - Robinson affirmed that political science major allows for flexibility in terms of the number elective units and that the certificate program would not detract from student progress through the major.
 - McConnell asked if the certificate will coordinate with other members of the IC Scholars consortium or if it will be local to CSUF
 - Robinson replied that the certificate will be CSUF only
 - Yong noted that the certificate required 15 units and wondered if the department considered structuring the proposal as a minor

- Robinson responded that organizing the program as a certificate was administratively easier and that other approaches, like organizing the proposal instead as a concentration, would have subjected the major to greater scrutiny from the Chancellor's Office.
 - M/S/P McConnell, Forgues (15 approve, 1 abstention)
- Institute of Black Intellectual Innovation (IBII)
 - Introduced by Sheryl Fontaine, Dean of the College of Humanities and Social Sciences and presented by Natalie Graham, Associate Professor and Chair of African American Studies
 - Formed from a desire to shape the legacy of the campus and the region and make CSUF an institution where black people thrive.
 - Mission of IBII is to establish and institutionalize the support and inclusion of black people, culture, creative arts, and intellectual history at CSU, Fullerton and throughout Orange County
 - IBII to provide for
 - Innovative research and arts development
 - Innovative teaching support
 - Innovative service models
 - Noted that much of this work has been occurring at the individual level; IBII intends for formalize this and integrate these principles into the larger institution
 - Near term steps include developing an advisory council, developing the core leadership board and developing initial programming
 - Two conferences planned, one on Dec 3rd and another April 20th
 - Question from chat: Are there plans to involve the Black Student Union in the planning for this Institute?
 - Graham responded that they intend to work with BSU and formalize existing relationships with other campus partners (Black Faculty and Staff Association, Diversity Initiatives & Resource Centers)
 - Meyer expressed support for the proposal and suggested that the College of the Arts would make a good collaborative partner
 - Dean Fontaine described how the Institute will be supported for 3-5 years while it seeks grant funding and other support to sustain it for the longer term. She notes that the proposal has already attracted donor support and anticipates continued, positive momentum.
 - Chair Zarate had a question about the level of philanthropic support for the proposal
 - Graham confirmed that IRA grants will support some of the initial class related activities
 - Mallicoat asked if the proposal will have the additional benefit of recruiting and retaining additional faculty with interests that align with IBII's mission
 - Graham affirmed that faculty recruitment and retention are key goals that IBII intends to support
 - M/S/P Mallicoat, Meyers (unanimous approval)

5.4 Vice-Chair Election

- Item tabled to future meeting

5.5 Budget 101 Q & A

- Item tabled to future meeting.

VI. Adjournment

6.1 Adjournment at 2:25 PM

- M/S/P Dabirian, Yong

FUTURE ITEMS

- Elect Vice Chair
- Budget 101 Q & A

Respectfully submitted: Melody Sasis, Jhofelle Maruzzo, and Oliver Ravela