

PLANNING, RESOURCE AND BUDGET COMMITTEE MINUTES

SEPTEMBER 4, 2020
1:00 PM – 2:30 PM VIA ZOOM

ATTENDANCE

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

Guests: Adamson, Gallivan-Garcia, Graylee, Hidalgo, Nguyen, Scialdone for Oseguera, Tran

I. Call to Order

1.1 Chair Zarate called to order at 1:00 PM

II. Introductions

2.1 New and returning members of PRBC gave introductions.

III. Announcements

- 3.1 Chair Zarate announced the upcoming election for PRBC Vice Chair Elections.
3.2 Garcia announced the Convocation presentation for Faculty and Staff, scheduled for Thursday 9/10/2020 at 11:30 AM, and the presentation for students, scheduled Saturday 9/16/2020 at 12:00 PM

IV. Approval of Minutes

- 4.1 Minutes May 1, 2020 – draft
- M/S/P McConnell, Forgues
 - Mallicoat abstains

V. New Business

5.1 Planning, Resource, & Budget Committee Overview

5.1.1 President's Welcome

- President Virjee joined the chair in welcoming new and returning members of PRBC
- President Virjee thanked the Committee and the service done in the previous academic year to produce a set of budget recommendations
 - A formal response to the Committee's recommendations will be provided in the next several weeks
 - The President noted that reductions in state funding necessarily means that this year's response will focus more on reallocating and preserving resources rather than budget augmentations
 - The response will be guided with the aim of promoting university strategic priorities while tempered by the need for fiscal responsibility

5.1.2 Academic Senate Bylaws (UPS 100.001) and Planning and Budget Process (UPS 100.201)

- President Virjee affirmed PRBCs important role in providing to the President and Academic Senate, recommendations for the allocation of university resources as it aligns with the university's core mission and strategic plans
- He also pointed to PRBCs critical role in making recommendations on whether to approve new academic programs, and analyzing resource implications associated with these decisions

5.1.3 Resources from Administration and Finance (PRBC and Reports)

- President Virjee reviewed with the committee CSUF's current financial position
 - He noted that Governor's proposed budget in January offered the CSU \$199 million in additional resources while the final, enacted budget reduces CSU funding by \$299 million
 - CSUF base, recurring funding reduced by \$24 million
 - CSUF self-funded enterprises experienced losses totaling \$26 million
 - Emergency expenses related to the university's COVID-19 response totaled \$4 million
 - CARES Act funding provided some relief
 - However, President Virjee also noted that CARES Act funding falls short in key areas, like failing to provide aid for international students and undocumented students

- CSUF supported international students and undocumented students using other institutional aid, though this support is limited and not capable of addressing the full magnitude of need
 - CSUF has access to limited one-time funding from accumulated reserves totaling \$20 million
 - CSUF enacted cost containment measures like the hiring chill and travel freeze
 - There have been layoffs announced in campus auxiliaries and in campus state operations
 - While there are no furloughs this year, the CSU Chancellor anticipates needing to institute furloughs beginning next year
 - President Virjee emphasized that the financial resources being used to bridge the budget gap this year are only available one-time and its anticipated that the fiscal challenges facing CSUF will span multiple years
- President Virjee also shared with the committee the success the university has had in pursuing its strategic objectives that include promoting student success, recruiting diverse faculty and staff, and increasing donor gift-giving to the university
- Mallicoat asked if the President had knowledge of additional aid to the university in the future
 - President Virjee responded that there are competing legislation in the US House of Representatives and the Senate that could provide additional support. Currently, the House passed the HEROES act that includes significant additional support to institutions of higher education
 - He emphasized that great efforts are being made to lobby on behalf of proposals that maximize the potential support to CSUF
- Mallicoat observed that CSUF has not faced the same enrollment challenges as other institutions and asked if this is giving the university some additional financial flexibility
 - President Virjee responded that while CSUF has met and exceeded enrollment targets additional revenues brought in by that enrollment is offset by the additional costs of teaching more students

5.1.4 Budget Calendar

- Chair Zarate shared with the committee documents describing the committee's function and the budget calendar

5.2 AY 2020-2021 Schedule

Fall 2020 – 9/4, 9/18, 10/2, 10/16, 10/30, 11/13*, 12/4, 12/18*

Spring 2021 – 2/5, 2/26, 3/12, 3/26, 4/16, 4/30*, 5/7, 5/14*

*if needed

5.3 Review of 2019-2020 PRBC Recommendations

- Chair Zarate asked the committee to consider the recommendations made by the committee as memorialized in the memo drafted in the Spring of 2020.
 - She noted that owing to various factors, the question of prioritization had been tabled but that there were opportunities for the committee to revisit that choice and to make further recommendations
- Chair Zarate invited VP Kim to give the committee an update on the state budget
 - VP Kim observed that the original PRBC recommendations were made in the context of the governor's initial budget proposal in January, adjusted for projected impacts of the sudden economic upheaval caused by the pandemic. At the time, the governor's revised budget was not yet available.
 - The campus initially considered scenarios of up to 15% budget reductions to divisions
 - The final budget reduction allocated by the Chancellor's Office to CSUF represented a 10% reduction in state funding or roughly a 5% reduction overall when including tuition revenues
 - VP Kim notes that a large percentage of campus expenditures are related to salary and benefits and, consequently, cuts to these areas are unavoidable
 - He also noted that cuts must be carefully targeted to preserve instruction
 - The campus plans to partially restore cuts to Academic Affairs one-time this year using one-time funding with the aim of supporting instruction
 - Walker asked when operating budgets will be available to allow colleges and departments to know what resources they have available for the spring term
 - VP Kim made a distinction between these planning numbers and the settlement process used by the campus to fund instruction. Final funding will be reconciled against actual enrollment for each semester

5.4 Strategic Plan Review

- Chair Zarate invited the committee to provide input on the strategic plan which will help guide the activity of the committee including decisions on speakers to invite, and decisions on how to approach the PRBC memo of budget recommendations to the President

5.5 Budget 101 – Vote for format

- Chair Zarate noted that there are many returning PRBC members and to allow for greater flexibility it might be advantageous to offer the Budget 101 presentation in a different format this year, either as a pre-recorded video or as a meeting separate from the scheduled PRBC meetings
- The committee resolved that the Budget 101 presentation be made as a pre-recorded video.

VI. Adjournment

6.1 Adjournment at 2:10 PM

- M/S/P Dabirian, Kim

FUTURE ITEMS

- President's Memo on PRBC Recommendations
- Setting and Agenda for 2020-2021
- Elect Vice Chair

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