

CAL POLY HUMBOLDT

University Resources & Planning Committee

Friday September 12, 2025

1:00 pm – 2:30 pm

In-person meeting location: CCR or join Zoom link:

<https://humboldtstate.zoom.us/j/85956225518?pwd=5cggotFS2afmRlZg2hVebSesUph7ZY.1&jst=3>

URPC Meeting Agenda

1. Approval of minutes from [4/4/25](#) & 8/29/25.
 2. Appointment of USFAC member from URPC
 3. Update on Charge
 4. Enrollment Update
 5. Discussion and planning of Budget Forum – Tentative Date of October 22, 2025 from 12:30pm – 2:00pm in the KBR (Jenn Capps and Jaime Lancaster)
 6. Review of Policies and Guidelines
 - o [Budget Oversight Policy](#) (Humboldt); [CSU Budget Oversight Policy](#)
 - o [Operating Fund Rollforward Guidelines](#)
 - o [University Operating Fund Reserve Policy](#)
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URPC Charge for Academic Year 2025–2026

- Draft of the [charge](#)

Senate Bylaws related to URPC

- The Committee shall make recommendations to the Senate and, within the policy guidelines established by the Senate, advise the President and appropriate administrative officers concerning the allocation of university resources and general budget policy.
- The Committee shall act as the deliberative body of the Senate on issues pertaining to university budgets, long term capital planning, and allocation of special funds.
- The Committee shall question, review, and evaluate resource allocations based on current fiscal priorities and strategies in support of the University vision and Strategic Plan and evaluate consistency of resource HSU Faculty Handbook Appendix F, Part 2 University Senate Bylaws and Rules of Procedure Updated: 1/2020 allocations (both budgeted and un-budget).
- The Committee shall review and make recommendations concerning new budget allocations (augmentations and reductions), cross-divisional budget allocations and allocations to special funds, and advise administrators on the use of those funds. It is not the role of this committee to interfere with internal division processes, but rather to review and evaluate the consistency of resource allocations

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with agreed upon budget priorities and the University's vision and strategic plan. The function shall not be construed as to in any way imply an authority with regard to specific personnel decisions, and at all times is constrained by contractual agreements of the University.

- The Committee shall receive quarterly budget reports to review how budgeted and unbudgeted funds are spent relative to agreed budget categories and priorities, and make relevant recommendations
- The Committee shall review reports on budget and expenditure outcomes and impacts; it shall receive, review and advise on annual reports from division leaders concerning achievements relative to projected goals and objectives
- The Committee shall serve as the consultative body on long term fiscal planning, reviewing patterns of previous expenditures and proposing changes as they may affect student success consistent with the University mission, and making general policy recommendations regarding present and future resource decisions including consultation on the development of proposals for non-traditional funding.

Tentative Schedule for URPC and Planning Group for 2025–2026

Fall 2025

URPC CCR & Zoom	Activities/Notes
August 29 (week 1)	State of budget & enrollment
September 12 (week 3)	Planning for divisional presentations
September 26 (week 5)	Discussion of presidents charge
October 10, 2025 (week 7)	TBD (week 8)
October 22, 2025 Budget Forum (week 9)	Forum
October 24, 2025 (week 9)	Divisional Presentations
November 7, 2025(week 11)	Divisional Presentations
November 21, 2025 (week 13)	
December 12, 2025 (week 16)	

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Spring 2026

URPC CCR & Zoom	Activities/Notes
January 23 (week 1)	
February 6 (week 3)	
February 20 (week 5)	
March 6 (week 7)	
March 20 (Spring Break, week 9) No meeting	No meeting
March 27 (week 10)	
April 10 (week 12)	
April 17 (week 13)	
May 1 (week 15)	If meeting is needed
May 8 (week 16)	If meeting is needed