



MEMORANDUM

TO: [UNIVERSITY BUDGET COMMITTEE \(UBC\)](#)
FROM: Ana Medic, Academic Senate Secretary
SUBJ: **UNIVERSITY BUDGET COMMITTEE (UBC) – MINUTES**
September 30, 2021, 2:30-5:00 p.m., Via Zoom:
<https://csuchico.zoom.us/j/83875802482?pwd=dFptdk03Rzk3UnhMeWdVR0F3aktxZz09>
Meeting ID: 838 7580 2482
Passcode: 724398

“The charge to the Committee is to meet regularly to review the relationship of academic programs and campus budget; to provide timely participation by faculty and students in budget processes; to propose broad strategies for adjusting the academic programs and budget to one another; and to review the effects of their implementation before adoption by the University.” – [Executive Memorandum 05-017](#)

Chair Paiva called a meeting to order at 2:32 pm.

1. Approve [Minutes of August 26, 2021](#)

Editorial corrections:

- On page 4, question section, correct CSE to Enterprise Account of Chico State budget.
- On page 5 change VP Miller to Acting CIO.

2. Approve Agenda (2:37 pm)

Motion to amend agenda to remove item #8, second. Approved.

Amended agenda approved.

3. Opening remarks – Hutchinson & Paiva (2:35)

- Overview of Preliminary CSU Budget Priorities:

General information:

- a. Student attestation is at 94%. Students are pleased to be at the campus.
- b. Praises to Chair Paiva, Senate officers, cabinet, and staff for putting UBC agenda and providing all up-to-date information.

Overview:

- a. An annual process for budget planning and budget implementation.
- b. The CSU BoT and Chico State starts planning process in August. BoT meeting in September and Committee on Finance talked about priorities for AY 2021-22 and preliminary priorities for AY 2022-23.
- c. Next step, BoT submits their preliminary plan to the governor.

- d. Governor comes with his budget in January, while campus starts in spring their advocacy with legislators.
- e. In May budget is revised and final one determined in June. Campus makes budget adjustments during summer.
- f. Priorities for next year will be GI 2025, student basic needs, bridging equity divide through technology and inequities that exists (salaries, benefits, CalPERS structure, academic facilities, and infrastructure).
- g. Each Division will present today their budget, allocation of funds, and how CSU budget really applies to our campus.
- h. Impact of the enrolment after census date will be discussed.
- i. HEERF funding and spending to improve students' success.

4. [Student Affairs Budget](#) - Rios (2:50)

- Basic Needs Funding

Interim VP Rios:

Presentation attached.

- a. Campus is working on allocation of GI 2025 funds (\$1,026,000 of base funding under the GI 2025 initiative) distributed equally between basic needs and mental health initiatives.
- b. The basic needs initiative is a CSU system wide approach to students' well-being and focuses on housing, food security, and mental health.
- c. Lack of basic needs is more acute for students of color, 1st generation and Pell Grant recipients.
- d. CO website reported that 41% of students across the CSU system (66% African American and 1st generation students) have reported food insecurity, and 11% (18%) reported experiencing homelessness.
- e. Previous GI 2025 were used to staff Wildcat food pantry, while new base allocation will allow to fund program itself.
- f. The Food Pantry distributed food to students and staff (more than 120,000 meals estimated value of \$600,000). The university farm with organic vegetable project produced organic meals worth of \$25,000 this year.
- g. Since 2016 Chico State's basic needs has sheltered students; more than 130 homeless students last year. Campus started three-year Rapid Rehousing program for homeless students.
- h. In June 2020 basic needs hired first case manager Emma Jewett. This year partners will provide an estimated \$100,000 in rental assistance to homeless students.
- i. Basic needs partners with the College of Business. They fund the development of a financial wellness clinic (provide information in areas of budgeting credit scores, student loan repayment, retirement planning). Future plan includes hiring a benefit advisor.
- j. Basic needs is currently sponsoring research with five Chico State professors (pilot project) on the impact of food pantry usage and also Rapid Rehousing on the success of students. There is a connection between mental and physical connection and its improvement when basic food needs are fulfilled.

- k. Mental health support: extend psychiatric services from three to five days per week, employ a psychiatrist for one and a half days per week, a physician's assistant for two days per week, add a second physician's assistant for a total of five days per week, and to hire two new clinical case managers. Funds will be directed to recognize and support staff that are bilingual who can support students in their native language.
- l. GI 2025 funds will be directed to convert the counseling center's electronic medical record software used by the Health Center, and for a Software license.
- m. Explore a partnership with Associated Students to include a counselor scheduled to open Wellness Center in spring 2022 in the BMU.
- n. Red folder is a great resource to support students' mental health.
- o. There is a notion to include counselors for each college to support faculty and have a direct point of contact with the Counseling Center.

Comments and question: support shared for great work and support done. Recognizing mental health as a basic need is crucial. Will there be a support for counselors that are unit 3 faculty? Answer: there has been conversation about this, but no specific information is available right now.

Question: Are GI 2025 funds available only to California residents (students) or to all including out of state Chico State students, dreamers, international students? Answer: They are available to all Chico State students.

Question: Do we have long term funding plans, or this will be a short term funded program (especially counseling which was longest underfunded area)? Answer: Yes, there are reoccurring funds, as well as one-time funds that will be used to foster these positions.

5. [Academic Affairs Budget](#) – Larson (3:15) General Fund Sources/Uses

- ABC Model
- One-Time Funds

Provost Larson, Jennifer Mays and Daniel Grassian presented financial information from the Division of the Academic Affairs (document attached).

- a. Peak enrollment was during AY 2017-18 which declined since then and caused tuition decline by 13% and FTES decline of 8.95%. International students have different fee structure than residential students. Enrollment impact was tempered by State financial support (increased by 20%).
- b. General Academic Affairs funds and based allocations for last 5 years (slide 3 for details). IRA funds were separated from the Academic Affairs budget and placed into the Division for Information Technology. Division reduction of 8.6 % was recorded during pandemic year 2020-21; 2021-22 had an increase of 3.8%, while 2021-22 is showing another decrease of 5.1%.
- c. There is a positive trend in the division relative to the number of students served at the campus. There is less budget flexibility compared to previous years as budget was specifically used for benefit expenses, FERP adjustments, increase in cost of technology and salary increase.
- d. Estimate of FTES for 2021-22 and budget plan is presented in detail on slide 5. Visit Business and Finance website for tab “transparency and reporting” to view full budget information.

- e. Information Technology was separated from the Academic Affairs budget plan for 2021-22 (\$122.96 million allocated to AA). Division is adding one-time funds to balance against expected expenses (higher than projected; funds taken from central division funds).
- f. College allocation includes college spending, GI 2025, work study and other miscellaneous expenses.
- g. VPs were consulted on how to use GI 2025 base funds. Portion of these will be designated to basic needs and mental health support. Before pandemic plan was to add more academic advisors and this will continue now, one for each college. In addition, there will be additional tenure track hires and extra resources to the library. These are reoccurring funds.
- h. See details for each supporting units' allocation (slide 8). FDEV is having 22% in budget increase, library 4.6%, OPAL 21%, and Academic Senate 12%.
- i. College allocations are determined by ABC model (activity-based cost model). Allocation per college changed based on FTES changes. GI 2025 funds were integrated here (\$73 million).
- j. Unpredictability of 2021 caused budget to be set based on historical expenses and additional carryover shows larger budget allocations per college now. For details see slide 10. Natural Sciences, CME and HFA show increase in budget as ABC model was not used as before pandemic. There is a concern their budget will show significant decrease once ABC model is reinstalled (this year). Freshmen number decline for some colleges (Natural Sciences, HFA) will mean less available funds. Transfer students' enrollment is steady due to which impact on CME and EC is not as severe.
- k. College budget allocation used ABC model this year. Large swings were tempered by 25% decrease e.g. instead of allocating \$100,000 to one college, they received \$75,000.
- l. ABC model distributes funds based on FDES distribution based on different course categories. This year instructional allocation was done by faculty type (tenure track, lecturer) to associate it with more real cost per type rather than using average values. AWTU funds were allocated based on tenure track headcount rather than being part of instructional funds (practice in previous years). See slides 11-14 for details. Hyperlink to website included.
- m. New 27 faculty hires are approved and are based on available funds, GI 2025 funds and college requests.
- n. There are three one-time allocations. Last UBC meeting discussed small classroom block grants. Other two grants are GI 2025 state funds and faculty professional development funds.
- o. Support goes to small class sizes for better student success in Spring 2022. Potential increase in allocated funds for Spring 2022 if not all funds are used by colleges in Fall 2021.
- p. GI 2025 allocated funds - \$1.635 million to be used for students in their last semester of their degree completion and for other variety of enrollment related needs. Although there are one-time funds to be used in AY 2021-22, they can be carryover. Funds will be used to reduce or eliminate equity gaps. List of things that will be funded will be shared in next UBC meeting.
- q. Faculty professional development will receive \$400,000 to support faculty and can be carryover to next academic year. Consultation ongoing to determine what things will be funded and they can't overlap GI 2025 list. Ideas include IT staff to support faculty, use of technology support, curriculum redesign, EOP opportunity practices, FLC inclusive pedagogy.

Question: More clarification on how EOP opportunity practices are connected to latest funding opportunity? Answer: it can mean coordination with GI 2025 team, decreasing or eliminating equity gap, pedagogy in online or in person classes.

Question: Last year we had GE change by reducing 3 units in area D for incoming freshmen students and by adding new area F that drives all FTES into BSS. There was an extra hire in BSS to help mitigate the expected increase in demand. How is ABC model accommodating that sudden shift in FTES from different colleges in response to the reduction of area D into area F? Answer: It will not be instant reduction, there will be use of carryover funds. Percentages will increase in some areas and decrease in others.

6. Enrollment Update — Ross (3:45 actual 3:52)

- a. Census was on September 20th. Multiyear trajectory of lower enrolment exists.
- b. Pandemic affected in-person recruitment efforts, campus tours, preview events, choose Chico.
- c. Campus experienced lower application and lower admitted student numbers.
- d. Transfer students 1,425 while domestic students 3,345 (see slides for details), trend of lower enrolment continues. Headcount for Fall 2021 is 15,421.
- e. Every course with lower enrolment will have this impact for few years as campus tries to recover.
- f. Compared to previous cycle, there is higher number of admitted first-time freshmen students for Spring 2022 compared to 2021.
- g. Compared to previous year there are more admitted students which is a good sign. Next week begins intensive yielding effort around admitted students focusing on applications that include hardship component.
- h. Expectation is to admit students from other CSUs that were not able to enroll in those campuses or classes offered there (November enrollment period).
- i. All these factors are helping to improve process and make changes to increase enrolment in the future.
- j. Tomorrow at 9 am in Colusa 100 A and via zoom there will be the Enrollment Management Town Hall meeting.

7. University Advancement – Boura (4:00)

The University Advancement updates:

- a. Transform Tomorrow campaign started on July 1, 2012 and end on June 30, 2021, raising \$106 million to support variety of programs on campus. Three priorities:
 - i. focus on empowering student success through Annual Fund program (\$54 million),
 - ii. focus on renovation and building cutting edge facility (\$9 million), and
 - iii. investing in people by creating student, faculty endowments (\$43 million).
- b. More than \$16.4 million were provided to our students.

- c. Campus competes with other universities and colleges across the country; they won 31 awards in our region (e.g. alumni program, magazine, best fundraising and best practices), and on international level have won 5 different awards.
- d. The University Foundation worked on endowment growth (currently \$87 million) that provides student scholarship opportunities.
- e. Next campaign will support students and faculty, and is set to be a minimum \$200 million.
- f. This year (2021-22) will be an assessment year to identify a donor base, identify donor's behavior, to plan to integrate and engage campus community into this campaign.
- g. In 2022 (pre-planning year) identify needs at campus and where funds should go. Then going into public phase.
- h. In this year (July 1st – September 28th) campus raised close to \$1.5 million.
- i. Invitation to the campus community to join and participate in Greek Week (October 11th – 15th) and Giving Tuesday (November 30th) supporting efforts to help with food and housing insecurities and mental health.

Question: Sustainability and resilience being one of university goals and carbon neutrality by 2030, there will be federal and state funds available. Is there a way Advancement team can help Chico get portion of these funds? Answer: yes! A lot of resources at the federal, state, corporate, foundation and individual level are available. As one example, \$2 million gift will be given tomorrow to the Center for Regenerative Agriculture and Resilience System.

- 8. HEERF Spotlight: [Student Emergency Aid](#) – Corona (4:30 actual 4:14 pm)
 - a. Last year HEERF funds were dispersed to students. Campus plans to continue this practice in Fall 2021 (60% of funds) and Spring 2022 (remainder of 40% of funds).
 - b. This is HEERF III round of emergency relief funds received from the Department of Education that includes \$27.7 million emergency relief combined with \$3.4 million from minority serving funds.
 - c. A block grant model will be used in Spring 2022 as more efficient manner to provide funds to all degree seeking students (international and undocumented students included).
 - d. Prioritization will be based on high vs low need, Pell grant, expected family contributions, and students enrolled in more or less than 6 units (tuition based).
 - e. Post block grant process will expand option for students that haven't done application process in last period (undocumented students, those that graduated or those that withdrew from classes).
 - f. Current 15,372 enrolled students were eligible to receive \$900 from block grant (see slide for detail category allocations).
 - g. HEERF award was increased, which allows more funds to be given to students in next semester.
 - h. Planning to distribute funds in October. Finishing self-certification process will determine exact date, plan mid-October for now.

- 9. Q & A (if possible please submit questions in advance to academicsenate@csuchico.edu)

Question: Item 5 Academic Affairs update, slide 5 out of 23: In the proposed university budget slide, diversity office seemed to be added to the President's Division. There was a \$210,000 reduction from the Student Affairs and \$300,000 from the utilities, strategic priorities category (total \$510,000). How are these funds allocated and was this done in past years? Answer: yes, that is correct. The Diversity Office have been bounced around between divisions over the past years. Student Affairs had \$210,000 allocated for their diversity needs (base funds), and other funds came from utilities category centrally managed. It was pulled from the president strategic initiative dollars and will help with the Chief Diversity Officer role. In the past there were several VPSAs, and now there will be only one CDO directly reporting to President. All will be under the President's Office right now.

10. Other (if possible please submit topics in advance to academicsenate@csuchico.edu)

Links shared in chat:

- a. Regarding the UBC opening remarks on CSU budget priorities for 22-23, here is the Sept BoT link <https://www.calstate.edu/csu-system/board-of-trustees/past-meetings/Pages/september-14-15.aspx> and Committee on Finance agenda <https://www.calstate.edu/csu-system/board-of-trustees/past-meetings/2021/Documents/Sep-14-15-Fin.pdf>
- b. Senator Boyd is soliciting feedback on CSU priorities relative to her ASCSU assignment to Fiscal and Government Affairs standing committee of the Academic Senate of the CSU.

11. Announcements

- *Upcoming UBC Meeting: Tuesday, December 13, 2021 – 3 pm (Via Zoom)*

12. Adjourn at 4:28 pm.

Respectfully submitted,
Ana Medic, Secretary

General Resources for University Budget Information:

State of California, Department of Finance: <http://www.ebudget.ca.gov/>

State of California, Legislative Analyst's Office: <http://www.lao.ca.gov/>

CSU System: <http://www.calstate.edu/budget/>

CSU, Chico: <http://www.csuchico.edu/bud/index.shtml>

OpenGov: <https://csuchicoca.opengov.com>

CSU, Chico, Academic Affairs: <http://www.csuchico.edu/vpaa/bar/resource-allocation/index.shtml>