

University Budget Committee Thursday, October 21, 2021

Attendance

Michael Spagna, Deborah Wallace, William Franklin, Chris Manriquez, Scott Barrett, Rama Malladi, Jonathan Molina Mancio, Ricardo Ortega Martinez, Kate Fawver, Edward Cleek, Sonal Singhal, Lisa Hutton, Wendolyn Vermeer, Elwin Tilson, Ken O'Donnell, Jacqueline Kuenz, Susan Sanders, Cecily McAlpine, Hadia El-Bardisy, Katie Robinson

Summary

Three agenda items were discussed.

2020-21 Year End Balance & Reserve Designations

- Operating fund ended up with slightly larger balance.
- Increase balance can be attributed to over-enrollment revenue and CARES funds
- Campus required to report "Reserve Designations" to CO
 - o Including all campus fund balances, auxiliaries, and enterprises
- Maintaining appropriate reserves is important to address unexpected expenses or changes in revenue streams
- Reserves can be utilized as start-up funding for new initiatives or buildings.
- The University monitors all auxiliary and enterprises reserves, but the Chancellor's Office only reports on some

CARES Update

- CSUDH received almost \$113M in CARES Funds, including \$6.7M allocated to the campus as a Minority Serving Institution
 - o 100% of the funds have been allocated/ claimed
- CARES requires that half of the funding allocated to the campus is distributed directly to students in the form of Emergency Aid Grants (CARES II required only 30% to be allocated to Emergency Aid Grants)
- Remaining "institutional portion" to be used for COVID-related expenses
- The funds were allocated based on eligibility and applicability of the CARES guidelines, provided by the Department of Education
- One-time funds, can't be used for on-going expenses

Budget Request Process & Topics

- Historically, the University Budget Committee allocated funds after the budget allocation in July
- In 20-21 there were no new funds, and UBC proactively allocated 22-23 funds without knowledge of funding amounts, which was difficult

Two Recommendations

- **Recommendation:** Return to allocation timeline post- Budget Memo distribution.
- **Recommendation:** Prepare memo signed by UBC and Cabinet documenting why 20-21 was an anomaly year

Other UBC Topics (if budget allocation requests are not reviewed):

- Develop Infrastructure around multi-year planning
- Review Presidential Memo
- Planning around all-funds budgeting
- How does the budget process advance the Strategic Plan?
- Review audited Financial Statements
- Define relationship with University Planning Committee

Action Items

None.

Full recording available upon request.