

University Budget Committee Minutes
Friday, October 26, 2018
3:00-5:00pm - WH D444

Present

Appointed Members- Hugo Asencio, Kate Fawver, Chinaemerem Isika, Christian Jackson, Michael Kelley, Joanna Kimmitt, Elwin Tilson, and Celina Valadez

Ex Officio Voting Members- William Franklin, Naomi Goodwin, Chris Manriquez, and Carrie Stewart

Non-Voting Division Budget/Fiscal Officers & Others- Hadia El-Bardisy, Jacqueline Kuenz, Cecily McAlpine, Wayne Nishioka, Alana Olschwang, Claudia Orozco, Grace Torres, and Adrian Witt

Staff to the Committee – Andrea Alvarez and Wayne Nishioka

Not Present

Ken O'Donnell, Marci Payne, Gurpreet Singh, Michael Spagna, and Bin Tang

The meeting began at 3:06 pm.

Kate welcomed everyone to the meeting and asked that members take a few minutes to review the minutes from September 14. Minutes were approved as presented.

Naomi congratulated and welcomed Kate Fawver as the new UBC chair. Naomi also announced that President Parham appointed Wayne Nishioka as Interim Associate Vice President of Business and Finance. With the departure of the University's Budget Director, we have hired two new Budget Analysts (Grace Torres and Adrian Witt) to support the Budget Office, who were introduced during the meeting.

Kate asked William Franklin to present enrollment trends. The focus of Dr. Franklin's presentation was to discuss where we are currently, where we want to go, and where we have been in the past. Some factors in strategic enrollment planning are program, place, price and revenue, promotion, purpose and identity, and process. Strategic Enrollment Management Executive Steering Committee was formed and has about 90 people. The committee focuses on the following six areas (1. Communication & Marketing, 2. Academic Programs, 3. Recruitment, 4. Student Success, 5. Finance and Financial, 6. Graduate Programs). Dr. Franklin discussed recent enrollment trends comparing students who applied vs students admitted; those who submitted "intent to enroll" vs those who actually enrolled; and headcount vs FTEs. Overall, in Fall 2018, CSUDH has received and increase in interest and enrollment. Dr. Franklin also mentioned that Student Affairs is working to implement a \$125 deposit when admitted students submits an intent to enroll. This will allow the university to better prepare for incoming students. The \$125 will be deposited into the student's account and will count towards their tuition if they enroll. The deposit will not be refunded if a student does not enroll.

Dr. Franklin answered questions asked by committee members.

Kate thanked Dr. Franklin for his presentation and asked Naomi to provide information on the Operating Fund Carry Forward and Fund Balances for 2017/18. In addition, Naomi discussed new Operating Fund revenue, base, and one-time commitments for 2018/19 previously approved by UBC. The Student Success Fee budget also was briefly discussed and Naomi indicated that a detailed report on use of Student Success the fees is posted on the budget website.

Naomi reminded everyone of the Budget Town Hall on Wednesday, November 14th from 2-4pm in the LSU Ballroom.

Kate and Naomi thanked everyone for their time. The next meeting will be held on Friday, November 14, 2018 and will include presentations by all Divisions on strategic priorities and use of funds recommended by UBC, base and one-time budgets etc. Kate encourages all members to attend the meetings on November 30

and December 7 because budget allocation recommendations will be discussed and voted on.

Kate adjourned the meeting at 4:58 p.m.