

Date: 12 December 2012  
To: Steve Rein, Chair, Academic Senate  
From: Samuel Frame, Chair, Budget and Long Range Planning, Academic Senate  
Subject: Budget and Long Range Planning Quarterly Report, Fall 2012

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The Budget and Long Range Planning Committee (BLRP) had one meeting this quarter. The meeting minutes are included in this report (approved by the BLRP voting members), and include the BLRP charges set by the Executive Committee. This report describes the work since the BLRP meeting.

- Dashboard training: Victor Brancart has confirmed that all BLRP members have access to the finance dashboards. While there were training sessions offered last year, he has offered to set up a training session for BLRP members specifically. Frame has disseminated this information to the BLRP members and inquired about their interest in a training session.
- Studying the other universities: BLRP discussed the charge for considering ways 'to improve the way budget information is made publicly available' during the 30 November 2012 meeting. It was suggested that BLRP consider how other universities make budget information publicly available. Similarly, it may be helpful to know what the Academic Senate and faculty budget committees do at other universities from the perspective of revising BLRP's procedures and guidelines. As such, Frame has tasked the BLRP members to study the budget committees and how budget information is made available at other CSU's campuses and selected, comparable non-CSU campuses. The assignments are listed below.
  - Frame: Bakersfield, Chico
  - DeTurrís: East Bay, Fresno
  - Danes: Long Beach, Northridge
  - Rinzler: Pomona, San Diego
  - Hurley: San Jose, Sonoma
  - Stephens: Davis, University of Northern Iowa
- Procedures and guidelines: As per the 30 November 2012 meeting, Frame is revising the procedures and guidelines. Specifically, Frame is rewriting the section regarding BLRP's *Reporting* procedures. This section will be revised so that all BLRP documents be explicitly voted on and approved before being submitted to the Academic Senate. Further changes to the procedures and guidelines may include (1) the organizational structure of BLRP being split into two working groups and (2) changes based on information learned by studying other university's faculty budget committees.

Budget and Long Range Planning Committee  
California Polytechnic State University  
Friday 30 November 2012  
Meeting Minutes

- Attendance: Brancart, Danes, DeTurrís, Frame, Hurley, Ramirez, Rinzler, Stephens, Winkler
- Announcements: the Quarter to Semester task force will soon release its report/recommendation. BLRP will have the opportunity to review the report, and provide comments on the following charges.
  - 4. An estimated total cost of a conversion
  - 5. A recommended teaching load for faculty, based on costs and a projected budget
- Brancart and Ramirez gave an update on the budget reflecting the passage of proposition 30. A document summarizing the update was distributed and is attached.
- Frame gave an overview of the charges set by Executive Committee which are listed below.
  - Revise guidelines/description/procedures needs more clear/explicit charge. Due end of fall 2012.
  - How to improve the way the budget information is made publicly available
  - Better understanding of the budget allocation (meet with Provost)
  - Look at strategic plan and suggest criteria for evaluating targeted growth options

Frame encouraged the members to read the procedures, and suggest changes for BLRP to consider.

- Frame provided further clarification to the first charge. BLRP has been asked to consider splitting the committee into two subcommittees. The proposed subcommittees are listed below.
  - Budget: work with the Provost's office and administration personnel on how to fairly allocate funds and the budget allocation method
  - Long-range planning: review strategic plans and mission statement

The members are open to further considering the possibility of the subcommittees, but would prefer to refer to them as task forces. The members would like to know if an individual can serve on more than one task force, and how the structural change needs to be reflected in the procedures and guidelines. Frame will inquire further about these items and report back to BLRP.

- Frame suggested that the Reporting section of BLRP's procedures and guidelines be rewritten so that all BLRP documents be explicitly voted on and approved before being submitted to the Academic Senate. The members agreed, and Frame will begin revising this section of the procedures and guidelines.
- The members would like more information about how comparable BLRP committees work at other campuses. Frame will investigate this and report back to BLRP.
- Winkler will be taking the meeting minutes for the 2012-2013 BLRP meetings.

Next Meeting: Winter 2013

Budget & Long Range Planning Committee  
November 30, 2012

Budget Update

**Effects of passage on Prop 30**

- State rescinded the \$250M cut to the CSU which would have equated to a \$14.5M reduction to Cal Poly
  
- Rescinded 9% state university fee increase previously approved Nov 2011 effective Fall 2012
  - Logistical issues with refunds to students for Fall quarter payments
  - Loss of \$132M systemwide that still needs to be funded this fiscal year
  - Cal Poly is handling centrally through the use of one-time contingency
  - No changes to divisional base budgets this fiscal year
  - Still have a \$3.1M deficit that needs to be funded in FY 13/14
  
- As part of the deal to roll back the 9% tuition increase, state has “guaranteed” the CSU \$125M in FY 13/14
  - Equates to ~\$6.25M to Cal Poly
  - Enrollment targets for FY 13/14 to be decided in early January after new chancellor is in office
  - Governor’s budget released in January which will provide better indication of state’s intention towards higher education funding
  
- Outstanding issues
  - Impact and timing of healthcare cost changes
  - Control legislative expectations that no further fee increases are necessary