

University Planning and Budget Committee

Minutes of the Meeting July 14th, 2020 via Webex

Members Present: J. Melnyk, S. Cohen, J. Hodgson, P. LeMaire, K. Poirier, M. Fallon, E. Pana, S. Hazan, J. Gamache, Y. Kirby, L. Washko, J. Snyder, M. McCarthy, S. Petras

Chair J. Melnyk called the meeting to order at 1:49 pm.

Minutes: A motion by L. Washko and seconded by S. Hazan to approve the minutes from June 16th was approved.

Announcements: The chair J. Melnyk reported that the next meeting of the IPC is scheduled for July 27th at 3 pm.

S. Petras had notified the chair prior to the meeting that the Facilities Planning Committee had not met. Chair Melnyk stated that he knew that S. Cintorino has been meeting with the division leaders about issues related to re-opening for the fall semester.

Division updates

From the CFO: C. Casamento talked about the expenses encountered so far (~\$11 million) related to COVID-19 activities and monies that have been received or are being sought to cover those expenses in order to limit using money in any reserves. Of the ~\$6.7 million related to the refunding of meal and room plans CCSU will be responsible for ~\$2.2 million. Purchase orders submitted to the BOR (not for the refunds noted above) have been reimbursed for \$2.4 million. The finance group has not heard back yet about expenses encountered between May 20th and June 30th nor about additional money from the governor's Office of Policy and Management for the upcoming fiscal year. They have asked the various division leaders to project possible expenses to present to the IPC. There are many scenarios that need to be considered.

In response to a question about the projections for students in residence halls for the fall semester, C. Casamento said they had originally done some revenue projections based on 1969 students but are hoping for ~1800. They do not expect a better estimate until after students are told what the residence hall requirements are going to be, and after students know how many classes will be on ground, how many will be conducted online and how many will be a combination. No matter the results it is expected that the number will be less than last year.

In response to a question about hiring for open positions, she said that essentially hiring is being "paused". They have asked division leads to prepare estimates of salary and benefit savings due to delaying hiring.

In response to a question about how much money was available in reserves, C. Casamento said that of the ~\$38 million CCSU had in the reserves, much of it was designated for certain uses, with only about \$15-17 million being unrestricted. At this point, they are expecting to use ~\$7 million of that unrestricted money.

From the Provost Office:

M. Fallon reported that although some open positions will be held in reserve, so far there have been 25 positions hired during 2020. M. Fallon also reported that they were building a portal in TEAMS for

program proposals. Guidelines are being developed and will be submitted to the UPBC Committee for comments.

She explained that the goal is to have a plan for the fall semester approved by July 24th that will include a schedule to be distributed to all faculty.

From OIRA:

Y. Kirby stated that enrollment is currently down 8.2% for undergraduates and down 12.5% for graduate students compared to last year. These are more of a decline than expected for Southern and Western, both of which have already announced that all classes expect to be taught online.

She then shared a series of slides looking at retention rates in relation to year, gender, ethnicity, HS accomplishment, number of days spent on campus, and other factors.

This was followed by a discussion about the role of engagement with students in retention.

The meeting was adjourned as it was after 3 pm.

The next meeting is expected to be July 28th, which is after the July 24th goal for the Fall semester plan, so hopefully more information about the Fall semester will be available. Chair J. Melnyk will send out the WebEx invitation.

Submitted, J Hodgson, Recording Secretary