University Planning and Budget Committee Meeting of November 2nd, 2021
1:45 pm – 3:00 pm, Microsoft Teams Online
Minutes


Chair Melnyk called the meeting to order at 1:47 PM

1. Announcements
   a. General - IPC announcements coming for the next meeting on the 16th
   b. FPC –
      i. Manafort garage scheduled for completion for the Spring
      ii. Applied Innovation Hub is open for use while work is being finalized
      iii. Master Plan has been posted to the university website
      iv. Library Annex moving forward
      v. Kathy will share meeting minutes

2. Brief Reports / Division updates (if needed)
   a. CBCO – Nothing to report
      i. Website will be updated with FY21 actuals next week
   b. Provost
      i. 14 position replacements have been approved and 3 emergency hires for the Spring ‘22 semester (2 emergencies got extended from Fall ‘21)
      ii. UPBC only reviews requests for new positions (does not apply to faculty lines as they are typically replacements of currently filled positions)
   c. OIRA - Nothing to report
      i. Undergrad low enrollment is considered an award of 10 per year over a 3 yr average
         1. Works out to a need of roughly 60 students per major
         2. A report of low enrollment goes to system office through a pair of reports

3. New Business
   a. What is the current process for program elimination from the BOR/CCSU perspective and how can we prepare for potential review from the BOR?
   b. What are we going to do it the BOR instructs us to eliminate a program?

Discussion points brought up with regard to the potential of a Board of Regents/System Office program review process
   c. Can we have a preemptive review of the program to rebut the BOR’s decree?
d. Where can we find a list of potentially at-risk programs/departments?

e. Elimination is typically initiated through the curriculum process

f. When programs are up for external review every 5 yrs, low completer status is determined and the university must then determine what the plan is with regards to the continuation of the program

g. The threats of program elimination have never come to fruition, but attention needs to be paid now given the current enrollment climate

h. We need a university wide response to aid enrollment in low-completer programs and provide resources – Marketing is a challenge, but the university is working on a marketing plan

i. We are a public, not for profit entity. We need to be able to provide services and goods at a loss if necessary – we serve the public interest

j. University growth needs to come from all divisions, not simply academic units

k. Where do the departments draw the line between their responsibilities and those of admissions?

l. Moving forward:
   i. Identify low completer programs/educate department chairs
   ii. Focus on the strategic use of resources to support enrollment in at-risk programs
   iii. How can we react to a program that falls within one of the four categories?
      1. Termination
      2. Suspension
      3. Consolidation
      4. Continuation

m. Can we highlight our best faculty advisors and encourage them through load credit?

n. Highlight a “culture of care”

o. Retention dropped from 78% in Fall 2020 to 72% in Fall 2021

4. Adjournment 2:54 pm

Next Meeting November 16, 2021 via MS Teams