University Planning and Budget Committee

Minutes of the Meeting September 7th, 2021, via MS Teams


Chair Melnyk called the meeting to order at 1:46 pm

Brief introductions were offered with most recent books and/or television shows shared

Election of Officers:

a. Chairperson – J. Melnyk
b. Vice-Chairperson – A. Bray
c. Secretary – J. Whittemore
d. Committee Representatives
   i. Facilities – K. Poirier
   ii. IPC – J. Melnyk (AAUP) and S. Hazan (SUOAF)

Overview of our Committee and Its Functions (see UPBC Charter: https://web.ccsu.edu/upbc/charter.asp:

What do we want to accomplish for AY21-22? There were multiple conversations with topics focused on:

a. Survival
b. Potential role in evaluating staffing needs and vacancies for academic and administrative offices
c. Explore appropriate teaching modalities, online v on-ground and how it impacts the University’s budget
   i. How does this affect enrollment?
   ii. How does our policy compare to other CSU institutions?
   iii. Should we explore the appropriateness of the current online offering cap
d. Consider the need to redirect funds in an ever evolve COVID climate
e. Educate campus on the budget cycle to allow for more informed and timely decisions
f. Maintain an awareness and a voice in proposed budget cutting decisions
g. Gain a full understanding of the university’s funding sources

Announcements

a. General –
b. IPC – The UPBC memo was accepted the President and the recommendations were accepted.
   The first IPC meeting of 21-22 will be 9/20
c. FPC – No report

Brief Reports

a. CBCO
   i. The university needs to explore additional revenue sources
ii. Enrollment is down
iii. The distribution from the system office is unknown at this time

b. Provost
   i. Course offering modality discussions will continue in an effort to best meet the needs of our students
      i. Academic Affairs has made a conscious effort to limit introductory course online offerings to encourage residency
      ii. International students utilizing an F-1 visa cannot enroll in more than 3 credits of online coursework
   ii. OE/DPS funding holdbacks are in place
   iii. The hiring freeze will remain

c. OIRA
   i. Y. Kirby is available to discuss the details of the enrollment report
   ii. For state funding purposes, the FTE students are the most important factor
   iii. FTE is a federal guideline, while part-time and full-time student designations are determined by the institution
      i. Undergraduate FTE = 15 credits
      ii. Graduate FTE = 12 credits

Old Business

a. Proposals of Distinction
   a. what can CCSU do to distinguish itself on a national/global scale? (similar to the Quinnipiac Poll)
   b. To elicit proposals, the process needs to be interactive, rather than a simple online submission without follow up

b. Data Collection and Dissemination of Results for Department Chairpersons – no response yet from the Steering Committee

Action Items – Review and Report Back Questions or Concerns

a. Review Fiscal Affairs Spending Plan
   (https://www.ccsu.edu/fiscalaffairs/Spending%20Plan%20Actual%20Expense%20History%20FY%202005%20to%20FY%202021%20Budget.xlsx)

b. Review the most recent Enrollment Report from OIRA

c. Review the report shared with the Senate Steering committee

Meeting adjourned at 3:02 PM