

Central Connecticut State University  
University Planning and Budget Committee

**Meeting Minutes**

*October 21, 2015*

*2:00pm – Barnard 222*

**In attendance:** Lisa Marie Bigelow, Charlene Casamento, Pat Foster, Julia Kara-Soteriou, Meg Leake, Laura Marchese, Joan Nicoll-Senft, Rae Schipke, and Chad Valk.

*Meeting was called to order at 2:13 pm by Chairperson Chad Valk.*

**Review and approval of minutes dated October 7, 2015-** Chad shared the minutes with the committee and several minor corrections; spelling of Governor Malloy, under new business category to be shared in paragraph format.

With corrections, minutes were unanimously approved by the committee.

**1. Announcements/Updates**

Chad shared that Pat has updated the minutes on the CCSU website.

**a. Campus Space**

Lisa shared about the Senate Steering committee discussion about the moving of 330 courses from Willard and Diloreto classrooms to new space with the renovations of these two buildings. Where would they move them too? The facilities planning committee is looking into possible other spaces, including off-campus options within the city.

Additional discussion about the possibilities of increasing campus space:

- Torp Theater will be offline.
- Davidson Room #123 could be used as classrooms.
- Discussion of increasing classes on Friday and Saturdays.
- Space available at ITBD downtown campus.
- Will Kaiser Classrooms be utilized?
- Possibility of updating labs permanently that would be configured for technical support with lectures and research.
- Planning for the 4<sup>th</sup> floor of the library to serve as computer classrooms.
- Removal of university hour.

**2. New Business**

**a. Emergency Response/Campus Safety**

The committee would like to invite Chief of Police Sneed and Dr. Richard Bachoo to attend a meeting for discussion on campus safety. Discussion of what preventive measures are in place for campus emergencies and the possibility of the campus police to visit departmental meetings as a refresher of what to do in case of an emergency.

Additional discussion and some unanswered questions about campus safety:

- What plan is in place and how effective is the plan?
- Is there the availability of campus panic buttons to alert the local police in case of emergency? It was confirmed that there are some offices that have panic buttons already.
- Is it possible to obtain technical support in locking doors remotely?
- Command center and how often are mock drills?
- Potential of Drones flying over campus and the ability to have technology to track threatening drones.
- Is the current emergency system that is in place loud enough?
- What is the current budget for campus safety?

### **3. Budget update**

Charlene reported that there is a projected \$118.5 million shortfall for the FY2016 state budget. It is likely that there will be a special session. The first rescission resulted in a loss of \$880,000 in state appropriation/fringe reimbursement. If there is another rescission, the financials will be reevaluated (i.e. student enrollment, housing occupancy, vacant positions) and the President will make a decision on how much of the rescission would be passed on to each division.

The good news is that it appears that there are more students here on Fridays and on the weekends, and this may assist with attracting more students to the residence hall.

By November, we should have finalized the February dates for Departments to present their budgets.

The chair recommended that consideration should be given for sponsoring a forum for the campus community to understand the budget and the process. It would allow the opportunity to demonstrate where the funding is obtained and allocated.

#### **Additional discussion/questions related to the budget amongst the committee:**

- Will there be union concessions and especially with longevity pay?
- Management did not receive a raise for July 1, and those savings from at least July to December are one of many items which are assisting the University in absorbing the rescission. A decision has not been made as to whether or not the raises will be implemented in December or forgone.
- Capital projects which are active on campus already have bond funds allocated to them, and contracts executed to fully implement. It would be highly unusual to stop a capital project once the contract has been initiated.
- 2020 funding is codified in statute; it has been allocated for a specific purpose and could not be redirected to operating expenses.

### **4. Old Business**

The meeting minutes from April 30, 2015 still need approval and will be shared at the next meeting. Once approved, Pat will post them on the CCSU website.

### **5. Division updates**

#### **a. Academic Affairs, Student Affairs, OIRA, Institutional Advancement**

None reviewed.

**6. Future Meeting Dates**

Nov. 4<sup>th</sup>- HB 222, Nov. 18<sup>th</sup>-HB 222, Dec. 2<sup>nd</sup>-HB 222, and Dec. 16<sup>th</sup>- Vance 104

Chad adjourned the meeting at 3:35 pm.

Respectfully submitted,

*Laura V. Marchese*