

University Planning and Budget Committee
Minutes of the Meeting of January 22, 2019

Members Present: J. Farhat, S. Cohen, J. Gamache, L. Washko, L. Bigelow, D. Dauwalder, C. Casamento, D. Dauwalder, S. Petras, L. Clark, , Y. Kirby, E. Pana, C. E. Valk, K. Hammad, Nidal Al-Masoud, C. Soler

Absent: K. Martin, J. Hodgson, J. Effend

By Phone: L. Bigelow

Vice- Chair Farhat called the meeting to order at 1:48 p.m.

Approval of the minutes: The minutes for the 12/18 meeting were approved with minor changes.

IPC report:

I. Vice-chair Farhat provided a summary of the discussions concerning the delay in the approval of the Writing Program proposal. Members of the committee discussed ways of advancing the entire proposal or parts of the proposal to the next step in the approval process.

II. CFO Casamento: A comparison of the projected enrollment as of January 9 for spring, 2019 semester with the actual enrollment in the spring of 2018 reflects an estimated decline in full-time enrollment of 312, which if realized is a reduction in revenue of about \$1.7 million.

A similar analysis of the housing occupancy reflects 54 fewer students, with a reduction in revenue of about \$262,000. Y. Kirby compared the decrease of 3.5 % in first enrollment with that at other CSCU institutions. The decline of 4.8% in undergraduate enrollment brings the change in CCSU enrolment over a two year period in line with the trend reported by the other three institutions. CFO Casamento cautioned that in FY 2019, we have experienced reduced enrollment, however, this has been offset with favorable personal services and fringe benefits due to a continued high number of vacant positions. As we fill long term vacant positions, it will reduce the budget cushion. Several committee members inquired about the negative impact of retention, in particular retention of female students, and the government shutdown on the total enrollment. C.Soler mentioned that the high school demographic trend is expected to remain challenging until 2026. Chair L. Bigelow noted that another factor that might have affected the enrollment numbers was a technology issue that prevented the Financial Aid from packaging new students. CFO Casamento mentioned the measures employed by the University to mitigate the negative impact of the government shutdown on our enrollment. The discussion of enrollment concluded with a clarifying statement that although our enrollment of new

undergraduate students is up, the decline in the number of retained students and new graduate students results in a lower overall enrollment.

Facilities Committee report:

- C. Valk provided an update on LD Renovations - HR front office moving up during the last week of January, while HR second phase will be in the summer time. The remaining classes still coming offline in May. Business office is still moving upstairs in February.
- Carroll still offline. Unknown if the CHEFA planning moving forward will continue as previously scheduled.
- Student Center: The director of New Student programs will be housed here. Achieve is currently going out to bid and have extended current contract to 12/31/19.
- Different options for the space for the Graduate and Commuter Student were discussed
- Torp Theatre renovation: Everything being removed, new LED lighting, bond funds to be used. UPBC will be reviewing requests linked to the renovation.
- Africana Center - \$40k budget for space renovation
- Parking in January 2020 will be difficult
- New faculty and staff positions – the CFO indicated that she would be issuing an addendum to the budget instructions requiring any new position requests identify whether or not the position will require additional or modifications to space so that it can be assessed by facilities. Provost Dauwalder recommended an annual academic space review process.
- Charter Oak - still negotiating, they now have their \$2.5 million design money

Provost Dauwalder report: Dr. Marianne Fallon has been hired as Interim AVP for Academic Affairs Planning and Resources.

OIRA Director report: Y. Kirby reminded the committee members that the new NSSE survey will start in February. This year, the survey includes a faculty survey component which will allow us to assess the consistency in responses provided by students and faculty.

Old Business: The IBM reports were due to UPBC on January 1, 2018. The outcome of the traditional budget process is due on February 1st. Due to recent hires of the VP for Student Affairs and AVP for Enrollment, the deadline for the reports related to the two areas has been extended until Feb 22nd. CFO Cassamento clarified that the VP of Student Affairs will provide the report on February 14th. It was also mentioned that this year's process should address some of the concerns about the bridge between the IBM and traditional budget models. In particular, attention should be paid to the items included in the IBM that were not approved by the ExComm members. The feedback provided by the Deans and Provost will facilitate the identification of items that carried forward to their proposals. A discussion of the benefits of and the effort needed to implement the IBM ensued. CFO Cassamento urged the committee members to reflect on both years of the pilot and assess the benefits of IBM in terms of transparency, efficiency of decision making, and the time and effort required to yield these benefits. She agreed to forward the survey to participants, the UPBC and IPC.

Strategic Planning: The Steering Committee approved the framework with all changes recommended by UPBC. The approved survey reflects the UPBC feedback with some minor

changes. On February 6th, there will be three forums to gather feedback from stakeholders. UPBC members will facilitate the discussions. Each forum will start with a brief introduction, purpose and timeline. Participants will break into groups for discussions. The Steering Committee provided the following question to start the discussions at the forums: How do you envision the Central of the future? The follow up discussions should address the following questions:

1. What are the macro trends and challenges facing public higher education and Central specifically that could hinder our ability to get there?
2. What are Central's unique strengths?
3. What are ideas to leverage Central's strengths to address our challenges and move toward what you've envisioned?
4. What would you change?

The meeting was adjourned at 2:50 p.m.

Respectfully submitted,
Ella Pana, Secretary