

**University Planning and Budget Committee Meeting of September 5th, 2023 1:45 pm – 3:00 pm,
Microsoft Teams Online AGENDA**

C Liard-Muriente, A Bray, E Cole, Y Patterson, K Martin, J Whittemore, K Kostelis, L Walter, Y Kirby, L
Bucher, J Farhat, A Cheema, A Kullgren, J Jarrett

1. Welcome new and returning members

2. Overview of function of committee

a. Our role is...

The Committee will

- recommend to the President criteria and principles which the University should consider in determining its programmatic priorities, and make specific recommendations based on current conditions and the University's mission and vision statements.
- evaluate planning and budget processes and recommend changes as needed.
- complete an annual review of divisional budget proposals and make recommendations to the President
- participate in the periodic review of the University's mission and vision statements.
- develop parameters for strategic planning initiatives, including mechanisms to solicit, review and recommend proposals.
- consult in the creation and implementation of the University's strategic planning process.
- serve as a forum for discussion and advice concerning general budget matters.
- maintain a representatives on the University Facilities Planning Committee (FPC) and University Integrated Planning Council (IPC)

b. We field questions from Faculty Senate

c. We review new requests for money and either "recommend" or "not recommend" to the IPC

3. Announcements

a. General

b. Past meeting minutes

- i. previous meetings were in execute session 4/4 and 4/11 approved
- ii. 4/18 5/2, approved as written

c. IPC

- i. Enrollment is trending positively and we are exceeding the Fall 23 goals for
 - 1. Enrollment and residential students
- ii. As a result, the university is looking as positive fiscal budgets for this year and
 - 1. next

d. FPC N/A

4. Brief Reports / Division updates

a. CBCO – Budget was approved June 28th by the BOR.

- i. FY '23 surplus of \$10.8 and an estimate of FY '24 of a \$13.5 million surplus

- ii. Housing is currently at 2,200 (projected budget was based on 2,000 residential students)
 - iii. New plan is due to BOR by November 1st
 - iv. FY '25, American Rescue Plan Act (ARPA) funding is cut, but if our retention remains healthy, we are looking at another balanced budget
 - v. FY '26 ARPA funding will disappear, but numbers are trending towards a balanced budget is the trends continue
- b. b. Provost
- i. update coming next week with process for academic program planning – goal is to have the process more inclusive, including UPBC input
 - ii. Tutor pay structure is changing to more of an individual request/per diem basis – the goal is that this will provide more support for students on their schedules
- a. OIRA – As of today’s date:
- a. Community college enrollment is down, Charter Oak is up, our FTE is up 3.6%
 - b. CLASS enrollment is down 3%
 - c. SOB is up 3.7%
 - d. SEPS is up 3.4%
 - e. SEST is up 4.1%
5. New business
- a. What do we want to accomplish for AY 23-24?
 - i. Open more lines with faculty senate to share good news and positive trends
 - ii. Sharing minutes directly to department heads?
 - iii. Do we have a traditional calendar of responsibilities?
 - iv. Should we have more review of budget requests? At the departmental level? With regards to fixed costs (electricity, union contracts, etc)?
 - v. Should we advise only when requested or should we offer advice unsolicited?
 - b. Meeting location – in-person/Teams/Hybrid?
 - i. For the near future, we will remain on Teams with the understanding that we will reassess the needs
 - c. Election of officers (Chairperson; Vice-Chairperson; Secretary; SUOAF & AAUP Representative to the IPC; Representative to the FPC)
 - i. Chairperson –A Bray
 - ii. Vice Chairperson – J Jarrett
 - iii. Secretary – J Whittemore
 - iv. IPC – J Whittemore
 - v. FPC –A Kullgren,

6. Adjournment 3:07 PM

Next Meeting September 19, 2023