**University Planning and Budget Committee Meeting of January 21, 2025**

**1:45 pm – 3:00 pm, TEAMS**

**K Martin, S Kazar, A Cheema, J Farhat, J Aguilar, L Bucher, W Henry, J Jarrett, K Kostelis, D LaMay, Y Kirby, F Pearson**

**Minutes**

1. Approval of minutes from December 17, 2024 – approved
2. Announcements
   1. General
   2. IPC – defer to Division updates (3.)
   3. FPC (Petras)
      1. Extra costs due to outlets housed in concrete
      2. IT is moving to library to allow for more hours of access
      3. Efforts to turn the library into a “learning commons”
      4. Health Education Clinic Phase II is in the preliminary design phase
      5. Willard-DiLoretto is settling and options are being explored
      6. Drop-In Center Phase III renovations
      7. Campus locks are being replaced, will do one building at a time. Eastern is exploring an option for the Spring semester and will help determine if the option is appropriate for us
3. Brief Reports / Division updates
   1. CBCO – 5-year sustainability plan, FY26 Budget Process
      1. Budget request submittal deadline is 1/22
      2. Budget dashboard will be updated and available on the website shortly
      3. Sustainability Plan
         1. Deadline extended to 2/28
         2. Changes – 3.5% increase in food costs approved for student fees (6% is the incurred cost by the institution)
         3. Anticipating enhanced enrollment given new programs - 2% in 26, 1% in subsequent years
      4. Anticipated funds available…$500k for original budget and $500k for one time and $500 for equipment
   2. Provost – ACT update
      1. Deans, faculty, etc. are exploring Academic Support Areas
      2. Academic Affairs Budget
         1. Will be making a plethora of requests for budget
      3. KPIs remain a topic of discussion and focus
   3. OIRA - enrollment
      1. Current enrollment reports are based on days until semester begins…currently up just over 1% from Spring 24, but Fall numbers were up 3%, so we are actually trailing last yr’s numbers
      2. System-wide report is a week off
      3. Eastern numbers are up, primarily bc of dual and concurrent enrollment numbers
      4. Fall to spring melt is more significant this yr over last academic year
      5. Mid-year retention down more than 1%
4. President Toro’s response to FS 24-25-001R
   1. We will discuss further at our next meeting
5. Other
6. Adjournment 2:54