

Central Connecticut State University
University Planning and Budget Committee

Meeting Minutes

April 19, 2016

2:00 pm – Willard 005

In attendance: Richard Benfield, Alicia Bray, Yvonne Kirby, Meg Leake, Laura Marchese, Joan Nicoll-Senft, Rae Schipke, and Chad Valk

Special guest: Kim Martohue

Meeting was called to order at 2:05 pm by Chad Valk

1. Review and approval of minutes dated April 5, 2016

Chad shared the minutes with the committee and minor correction that some evening classes in the fall will be held at the downtown campus (ITBD), but not all. Motion to approve the minutes by Rae Schipke, second by Meg Leake and unanimously approved by the committee.

2. Announcements/Updates

There was a brief discussion about the update of the clutter box in the new email system had been corrected.

3. Facilities Planning Committee

Chad shared at the last meeting it was shared an Architect has been hired for the renovation of Barnard Hall and the new Engineering Building. The planning of the new Manafort parking garage is going forward and will be built further into the ground (as to avoid being too tall for the surrounding neighborhood).

A handout was shared out the classroom space availability for the Willard & DiLoreto closure. Chad will share an outline of the facilities planning with the committee.

4. Budget update

The final internal budget from the President has not been approved yet. At this time the President has approved \$569,086 in One-Time requests that were identified as being able to be purchased/received on or before the close of the current fiscal year (June 30).

On April 11 we received the FY17 Spending Plan package from the BOR. The State budget is still in flux but the Board believed they had enough information to make a preliminary determination. The budget meetings will be scheduled with the Finance Committee for May 11-13. The guidelines include:

- 6% decrease in the General Fund appropriation from the current FY16 amount received;
- No wage increase consistent with the Governor's proposed budget;
- Fringe benefit rates estimated to increase by 4% over FY16;
- Required contingency plans assuming an additional 5% reduction in appropriations or to allow for wage increases if so negotiated.

5. **New Business**

Discussion was shared about marketing of summer courses.

6. **Old Business**

a. **Old documents and minutes from 14-15 website**

Old minutes were reviewed by the committee from 2014 and 2015. It was discussed for Yvonne Kirby and Meg Leake to be spelled correctly, for academic discussion should be listed as Laura Tordenti. With the above changes, all outdated minutes for 2014-2015 were motion to be approved by Richard Benfield, seconded by Rae Schipke and unanimously approved by the committee.

7. **Division updates**

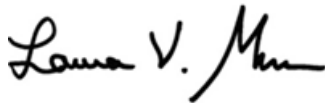
a. **OIRA-** Yvonne shared the committee is ready for the planning of NEASC Accreditation and the process will be shared with the campus community. It was further discussed about the hiring of the new President and the discussion with the strategic plan and budget.

b. **Institutional Advancement-** Donations have increased since last year, including the number of donor giving by 13%. Devil Double Dare Campaign will be take place in May for the matching donor's gifts to the University.

8. **Next meeting scheduled for May 2, 2016.**

Chad adjourned the meeting at 2:47pm.

Respectfully submitted,



Laura V. Marchese