**University Planning and Budget Committee**

**Minutes of the Meeting October6th, 2020 via Webex**

Members Present: J. Melnyk, J. Snyder J. Hodgson, S. Hazan, K. Poirier, B. Barr, S. Cohen, J. Gamache, D. Harris, E. Pana, A.F. Pearson, S. Petras, L. Washko, L. Walter, C.Casamento, D. Dauwalder, M. Fallon, Y. Kirby

Chair Melnyk called the meeting to order at 1:47 pm.

Minutes: D. Harris moved to approve the minutes of the September 15th meeting, seconded by B. Barr. Voted to approve.

Announcements:

 J. Melnyk reminded everyone of the meeting for the UPBC called by President Toro for Tuesday, October 13th from 3 - 4 pm. Any member who did not receive the email with the WebEx link should contact him.

FPC: K. Poirier has been in contact with them about meeting dates and their process.

Division updates:

From the CFO: C. Casamento said that everyone should read the update released last night on the revised spending plan she and L. Bucher created and submitted to the BOR. They were able to decrease spending by $10 million which left a deficit of $8 million. There is an additional $4.3 million in COVID expenses which may not be reimbursed. This would increase the shortfall. Last year CCSU ended with $38 million in reserves that could be used.

From the Provost’s office: M. Fallon reported that the new Data Science BS and Engineering BS programs are in development but need substantiation of demand and existing resources to support them in order to get approval.

The Provost stated that his work on the latest census information was not in a format that could be shared yet, but he would send Chair Melnyk what existed for the first enrollment data for sharing with the committee.

From OIRA: Y. Kirby said that NSSE was planning on conducting a free “Pulse” survey of undergraduates on how they were doing under the current conditions. We would receive only aggregated CCSU data, not specific CCSU data, hoping for benchmark data. In response to a question, she said that thus far, CCSU has submitted three reports to NECHE, the latest in September related to financial information.

Old Business:

Chair Melnyk reminded everyone to look at the program guide created by M. Fallon in order to provide feedback to her.

K. Poirier is working on getting a response from the FPC on their decision process.

The next report to NECHE is due June 2023. Y. Kirby is still unsure what to measure regarding the success of the Spring 2020 courses. CCSU has a general approval to offer on-line courses so a detailed evaluation is not due as some other institutions are required to do.

The Provost will share the first day HyFlex information that he has. Regarding hiring: 46 positions are being eliminated, while they are trying to fund 47 others.

The reports of the Work Groups are due to President Toro by midnight October 6th.

New Business:

Chair Melnyk asked that if any member had information about the work on specific activities of the Strategic Plan to share them with Y Kirby as we are a very diverse group and represent many factions. We could have access to information that could help her. Our environment has changed. Do we see any weaknesses that need to be addressed?

Y. Kirby said to look at [https://www.ccsu.edku/neche/files/NECHE Progress Report 2020](https://www.ccsu.edku/neche/files/NECHE%20Progress%20Report%202020).pdf submitted in early August, page 84 or Appendix F-1.

It has been proposed that the committee meetings be held using MS Teams, rather than WebEx. S. Hazan offered one-on-one help for any members that need help.

The meeting was adjourned at 3:03 pm.

The date of the next meeting is October20th, 2020 via Webex. Chair J. Melnyk has sent out the recurring WebEx invitation. However, watch for any changes related to using MS Teams instead.

 Submitted, J Hodgson, Recording Secretary