

University Planning and Budget Committee

Minutes of the Meeting November 10th , 2020 via Webex

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

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

Minutes: S. Hazan moved to approve the minutes of the October 20th meeting, seconded by S. Petras. Voted to approve.

Announcements:

Chair J. Melnyk reported that he had met with President Toro where they discussed the FY22 budget process options, a process for requesting information, and potential tasks for the UPBC.

C. Casamento added that her group had implemented one-time changes (e.g. ombudsman) and cuts that were not part of the usual process and wondered if something similar could be followed with the hope that the environment would be different for next fall. She envisions a possible process where university members could submit a request for significant, critical proposals that are imperative to be implemented.

A question was raised as to whether any amounts taken from the reserves to fund such requests would have to be replaced.

After additional discussion, S. Cohen made the following motion, seconded by J. Snyder: "The UPBC recommends to President Toro that the usual annual budget process be suspended and that any division head with a critical funding request submit it with a detailed justification through the IPC portal, where it will be reviewed by the UPBC and then sent to the IPC with the UPBC's recommendation."

The motion passed by verbal vote; there were no objections.

Related to the interaction and relation of the UPBC and the BOR: C. Casamento reported that Ben Barnes, of the BOR, is looking at Program Review in financial terms. A consultant has been hired to look at the efficiency, effectiveness, and financial issues of the programs at CCSU. Y. Kirby noted that Mr. Barnes is looking at the Delaware Report <https://web.ccsu.edu/oira2/Delaware%20Study/DelawareBenchmarkstudy.pdf>) which compares costs between departments. Chair J. Melnyk also gave the reference https://class.ccsu.edu/oira/assessment/Academic_Program_Review_Policy_Statement.pdf after S. Cohen reminded everyone that CCSU does have a defined process for academic program review.

The question was posed as to whether there should be an attempt to look at how other institutions review their programs and whether they used metrics. Additional questions were raised as to what data does CCSU have and what other data might be used?

Brief Reports/ Divisional Updates:

C. Casamento reported that a meeting of the CFOs of the various institutions will be held on November 20th to discuss the apportioning process of money received from the state.

Provost D. Dauwalder reported that he has been spending his time addressing the mandated budget reductions from the BOR and the effect on class schedules, given the short time period between the October 15th BOR announcement and the planned November 6th start of registration. It was his understanding that the deans had been working with the department chairs on the information he was given.

Old Business:

Although K. Poirier was not in attendance, she had notified Chair J. Melnyk that the FPC was going to provide agendas and minutes for future meetings.

The meeting was adjourned at 3:02 pm.

The date of the next meeting will be November 17th , 2020, via MS Teams.

Submitted, J Hodgson, Recording Secretary