

Central Connecticut State University
University Planning and Budget Committee

Meeting Minutes

*October 7, 2015
2:00pm – RVAC 104*

In attendance: Richard Benfield, Lisa Marie Bigelow, Alicia Bray, Charlene Casamento, Pat Foster, Chris Galligan, Yvonne Kirby, Meg Leake, Carl Lovitt, Faris Malhas, Laura Marchese, Joan Nicoll-Senft, Rae Schipke, and Chad Valk.

Meeting was called to order at 2:10 pm by Chairperson Chalk Valk.

Review and approval of minutes dated September 16, 2015- Chad shared the minutes with the committee and several minor corrections were approved with a motion from Pat Foster, seconded by Alicia Bray, and unanimously approved by the committee, except that Richard Benfield sustain.

Chad will work with Meg Leake on the corrections/revisions of the minutes.

Minutes from the last meeting of spring 2015 still need approval.

2. Announcements/Updates

Chad announced the need for a secretary with the committee. Faris nominated Laura Marchese and she was unanimously elected as secretary.

3. Facilities Planning Committee Report

Chad reported the blue prints for the new buildings will be shared in January or spring semester.

The following buildings, as shared by the President at the school opening meeting will be constructed or renovated as follows: Recreation Dining Hall 2016, New Engineering Building 2017, and Barnard Hall 2018.

Renovations will take place with the IT technology at the library, Power House will have Dance and the Arts, a fence will be installed for safety at Copernicus garage. A booklet will be distributed about these facilities and presented on the CCSU.

Questions were presented about happenings with the Maria Sanford building. Shared it is mainly occupied by student classrooms and Marketing & Communications. Classroom space will be needed as it will take approximately 18 months for renovations with Willard and DiLoreto. Additionally, the plan is for Copernicus will house Nursing and Science Departments, Computer Science will be located in the new Engineering Building, and there are plans for a new parking garage on Manafort Drive.

It was shared that Charter Oak College will be moving once a space is found. Governor Mallory would like it to be in Hartford.

4. New Business

Chad discussed the UPBC Strategic Plan that was established 5 years ago. Should the committee review annually?

In regards to the UPBC 15-16 Goals & Initiatives, the committee in previous years has reviewed budget issues, campus construction, and classroom needs. What initiatives should the committee focus with for this academic year? It was decided the committee would focus on the current strategic plan, campus facilities, contracts, budgets, and university academic policies. Carl Lovitt shared a retreat was held

with the academic Deans and had a discussion of: unmet student needs, ideas for new academic certificates and programs, and the importance of a timeline.

Additional new business:

- The steering committee has nothing specific to discuss at this point.
- High School graduation rate has increased, but will decline by 5% over the next several years.
- Have a higher rate of out-of-state students attending CCSU.
- No increase of tuition planned for the next several years.
- In 2025, 70% of population will be required to have a post-secondary degree for employment.
- Student increase will need to be at least 300,000 for this to happen by 2025.
- Retention rate at the University. Need to examine why students transfer to other colleges after sophomore year. Is it a financial need or can we meet the student's needs?
- University has the highest graduation rate ever with 56.7%.
- What can we do differently and advocate for students to stay? Higher percentage of student lost in the second year versus first year.
- In 2010/2011, students who left were contacted, but the University wasn't aware they were leaving until they were gone.
- How can we keep our students engaged within the school?
- Ways of the University becoming more attractive to student high achievers.
- Academic standards to be compared with student learning through life experiences, such as work and military.
- Happenings with the "Go Back to Go Ahead Program". No longer offered, but will stay with current enrolled students. Charter Oak had approximately 1500 students and CCSU approximately 75 students.

5. Budget update

Charlene reported the following on:

Rescission updates:

- Impact is \$880,000 reduction to the University.
- Due to other favorable items such as higher than budgeted enrollment, reduced fringe benefit rate and fewer ARP Conversions than budgeted the University is able to absorb the rescission without passing it on to each of the Divisions.
- If another rescission was to happen, we would re-evaluate all of the variables in our budget to assess our ability to absorb, however, it is more likely than not it would be passed to the Divisions.
- CCSU has a .4% increase in student attendance and is one of the few in our system with an overall enrollment increase.
- The University will continue to monitor and update any changes with the budget.
- A new contract had been signed for university travel reimbursement software. The funding for the new software was recommended and approved by the committee. It will be web based solution with a target implementation for the end of April.

Budget calendar:

- Need to schedule February date from 8am-2pm to have departments present their budgets to the committee.
- After presentations the committee will provide feedback to President Miller.
- President then will meet with the departments to present their individual budgets.

CIO Search:

- National search for Chief Information Officer. Charlene is the Chair of the search. The search will be a national search and finalists would likely visit in the spring. The pay scale for this position was increased as part of the new scales which were approved by the Board of Regents, which may help in attracting candidates.

6. Old Business

The following was discussed:

- Pat will update the website once the minutes have been revised and send previous minutes to Chad.
- Spring 2015 minutes will be approved at the next committee meeting.
- Has the committee report been sent to the Faculty Senate for spring 2015?

7. Division updates

Chis reported on Institutional Advancement:

- Homecoming starting October 8 through the weekend, with the scholarship reception, several reunions (including a young alumni reunion to engage students), and EOP reunion (which will celebrate its' 50th year reunion in 2018).
- Donors of \$100 or more will receive a CCSU Flag beginning with Homecoming and this is available on the website too.
- New Courier Magazine has been distributed and will be online.
- The University endowment is steadily increasing to 63 million.
- Looking at social media efforts to increase donations.
- Foundation does participate in the "Go Fund Me Page" on Facebook.

Carl reported on Academic Affairs:

- Accreditation site visit scheduled for October 18th-20th for the Nursing Anesthesia Doctoral Program.
- Five Senate subcommittees have been established to examine the first year experience curriculum.
- Establishing a multicultural academic student support center that will have a permanent faculty on staff. The other centers will exist on a smaller scale, but will be culturally centered and not student academic support.

Yvonne reported on the OIRA:

- Currently 12,086 students enrolled at the University. Four percent increase.
- Undergraduate student enrollment is the same as last year, but increase of out-of-state students.
- Increase of students for part-time graduates.

Next meeting scheduled for October 21st at 2pm.

Chairperson Chad Valk adjourned the meeting at 3:30pm.

Respectfully submitted,

Laura V. Marchese