

**University Planning and Budget Committee**  
Minutes of the Meeting of March 21, 2017

Members Present: L. Bigelow, C. Casamento, J. Hodgson, Y. Kirby, T. Jarmoszko, M. Leake, F. Malhas, K. Martin, L. Marchese, S. Pease, R. Wolff

Absent: R. Benfield A. Bray, C. Galligan, B. Kruh, J. Nicoll-Senft, L. Tordenti, C. Valk

Guests: S. Cohen

1. Meeting was called to order at 2:00 pm by the Chair. Approval of the minutes of the meeting of February 21 are still in progress; approval was deferred to next meeting.
2. Announcements/Updates: None.
3. Facilities Planning Committee Report

R. Wolff shared the following updates from C. Valk:

- a. Kaiser renovation: Classes will continue to occur and the Physical Education department will remain in the building during the renovation; Student Activities and Leadership Development (SALD) will control/schedule the recreation space in the building.
- b. New Engineering building: S. Pease and F. Malhas met with Jim Grupp, Director of Engineering Services, to make some changes to the design and are awaiting the revised plans.
- c. Willard-DiLoreto renovation: the target date for substantial completion is 10/31/18; final completion is anticipated by 1/29/19. (It was noted that this date is after the start of the Spring 2019 semester.)

4. Chief Financial Officer Report

- a. C. Casamento noted that we are at that point in the State budget calendar when there are more unknowns than knowns. The Comptroller's office is doing preliminary calculations now and the official numbers will be available in June. According to the preliminary information coming out of the Comptroller's office, we should be budgeting for a 61% fringe rate for employees in SERS. To date the CFO had been using 57.19% in FY18 budget modeling. The fringe rates associated with other retirement plans have also increased. If the 61% is the final FY18 rate, it represents an all-time high. The CFO noted that approximately 2/3 of our employees are funded by the General Fund and because of that, we recover fringe benefits from the State. Still, our slice of the approximate \$2M increase (from 57.19% to 61%) is approximately \$750K. While more changes – some for the better and some for the worse – are still to come, the University is continuing to look for savings opportunities everywhere (e.g., membership fees, cell phones, etc.)
- b. The approximate 4% cut to the appropriation is likely to increase in the CFO's opinion. We hope to know the final number before FY18 begins. The CFO and President Toro are reviewing all budget requests, looking for revenue opportunities and cost savings.
- c. The AY17-18 tuition and fees the System Office will be recommending to the BOR will be known next week. The University has modeled a 5% increase in tuition and fees, an approximate 2.86% increase in traditional double rooms, and a 3.5% increase in the meal plan. While the University has in the past increased all room types by the same percentage, high-demand accommodation options, such as single rooms, are now priced at a premium according to demand. This allows the University to contain the cost of a standard double room, which is often the cost that prospective students compare with housing options at other institutions, as well as ensures that prices are held as low as possible in the least expensive option. Once the proposed AY17-18 rates (including Tier I and Tier II fees) go to the Finance sub-committee of

the BOR, the CFO will share them with the UPBC. The CFO noted that no numbers are final until approved by the BOR.

- d. The CFO is continuing to advocate for implementation of a multi-year tuition and fee schedule and for knowing rates sooner. Compared to our current state, UConn has an advantage over CSUS in that regard. The fact that we publish rates one year at a time can potentially make us look unattractive to a student who may compare us with an institution that is publishing rates on a multi-year basis. NEASC would like to see multi-year planning as well.
- e. The CFO is working with the CIO to develop a 5-year plan for IT equipment purchases and the Provost is working on academic labs; both will be reviewed in relation to one-time funding requests. They are currently evaluating all resources available to fund capital equipment, with a focus on equipment in labs and classrooms. This also ties into NEASC recommendations that we engage in multi-year planning.

## 5. New Business

- a. Discussion of Strategic Planning Process – President Toro is requesting that the UPBC review the current Strategic Plan to identify a manageable number of objectives worthy of continuing in the short-term, acknowledging that efforts to create a brand new Strategic Plan are 2-3 years away. She also asks that the Committee recommend what metrics and measures (fairly refined) be used to measure progress toward the goals. R. Wolff asked for volunteers for a sub-committee which would work on this. He also noted that all committee members should take a look at the current Strategic Plan and come to the next meeting prepared to identify which objectives the committee should recommend to Dr. Toro. He may also ask other members of the campus community not on the UPBC to contribute to this discussion.
- b. The University's potential expanded presence in downtown New Britain was discussed.

## 6. Old Business – None.

## 7. Division Updates

- a. Academic Affairs
  - i. Dr. Toro has asked the Provost to work with a faculty committee to develop a 5-year plan for developing new academic programs (including new delivery models) and phasing out some academic programs. The Provost has begun the process by having conversations with Don Adams and Steve Cohen. A larger committee will be convened.
  - ii. The Provost has also been asked by the president to examine how reassigned time is being used. The University is spending about \$2M/year in compensation and benefits for reassigned time that is not contractual in nature.
  - iii. Office of Institutional Research and Assessment
    - 1. Y. Kirby noted that we are in the process of administering the National Survey of Student Engagement (NSSE). The survey is deployed to freshmen and seniors, with the most useful data coming from the seniors.
    - 2. She also provided an update on the NEASC Self-Study.
- b. Student Affairs – None (L. Tordenti not in attendance)
- c. Institutional Advancement – Report from L. Marchese:
  - i. L. Marchese noted that the next Admitted Student Day will take place Sunday, March 26 from 11 a.m. to 1 p.m. in the Constitution Room of Memorial Hall.
  - ii. The Ana Grace "Finish the Race" campaign was noted.

8. Words of gratitude – Senate President Steve Cohen thanked the committee, on behalf of the Senate, for their recent work on the budget process.
9. Meeting adjourned at 2:49 p.m.

Respectfully Submitted,

Lisa Marie Bigelow, Secretary