**Integrated Planning Council**

**February 20, 2020**

***Meeting Notes***

**Present:** Y. Kirby, Z. Toro, K, Peckham, G. Claffey, C. Galligan, M. Jasek, D. Dauwalder, M. Jackson, R. Barcelo, J. Melnyk, C. Casamento, S. Hazan, S. Cintorino, B. Merenstein, J. Tully, J. Jarrett

**Fiscal Year ’21 Budget Process**C. Casamento provided the Council with an overview of the budget review and presentation process. The UPBC will provide budget recommendations to the IPC by March 6th, and Executive Committee presentations to the IPC are scheduled for March 18th. Each Committee member will get 15 minutes to present to the IPC, after which each IPC member will score the requests and make recommendations. The recommendations will then be aggregated and reviewed by the entire Council before an ultimate decision is made. IPC members should keep in mind that there is a $2 million expansion for these requests, as well as for capital equipment fund requests. If we do not have the $2 million, adjustments will need to be made.

C. Casamento then requested that Lisa Bucher be present during the budget presentation meeting. Z. Toro agreed.

**OCP in Business Leadership**J. Melnyk provided the following details regarding the [OCP in Business Leadership](https://www.ccsu.edu/ipc/files/BOR_BelowThreshold_NewAcademicOffering_BusinessLeadershipOCP_2019-12-14.pdf) certificate program submission:

* Expenses under $15,000 (not required to go through the UPBC)
* Initiation date of Fall 2020
* Two courses taught each fall and spring
* Two additional part-time faculty requested

D. Dauwalder noted that J. Farhat has an agreement with a local company to fund certificates for its employees through this program. The program provides a way for CCSU to be more entrepreneurial, and it can prove beneficial for our students and other companies in the future.

Z. Toro stated that the IPC does not need to vote on this program, and she added that CCSU could use more programs like this that will bring in additional revenue.

**Program Updates**M. Fallon provided the Council with an update of the current program submissions, noting a few issues in need of attention:

* Early Childhood Studies Infant/Toddler Mental Health BS – Accreditation for this program includes new financial forms, and completion of these forms by the March 11, 2020 deadline will be extremely difficult. If the accreditation report is not complete it will affect students currently enrolled and graduating this May. M. Fallon asked the Council how they would like to proceed with this accreditation. Council members conferred and gave their support for M. Fallon and D. Dauwalder to take all necessary measures to solve this issue and complete the accreditation process.
* Bilingual Education OCP – the BOR may not approve this program due to duplication across the System.
* Accelerated BA in Criminology/MS in Criminal Justice – the BOR requested a new program proposal for accelerated program approval, even though this is not a new program.
* There are several program modifications that need to be reviewed by the IPC before they go to Academic Council on April 22; however, the next IPC meeting is on April 23. **Z. Toro stated that the April IPC meeting can be moved to the previous week in order to give the Council time to review these modifications.**

B. Merenstein noted that she does not believe faculty who submit these programs are aware of the deadline-driven nature of the process, and she suggested that M. Fallon create an informational document for faculty. M. Fallon agreed and stated that she is currently working on a process document to share with faculty.

**MOU with Tunxis**After a brief discussion between Z. Toro, D. Dauwalder and C. Casamento, it was decided that there were no new developments to discuss regarding this MOU.

**CCSU Strategic Plan**Z. Toro reported that the Strategic Plan was sent to President Ojakian, however she is unsure if the plan will make the next BOR Academic and Student Affairs Committee meeting agenda.

Y. Kirby then noted that she is currently reviewing the action plan, and **she will send a summary of action items and responsibilities to the Council for review.** She then asked that members review the items and send her any necessary changes.

**Facilities Update**S. Cintorino provided the Council with the following updates:

* The parking garage contruction is moving forward. The Foundation just purchased a new piece of property that will be leased to the University to create a surface lot while the garage is being built.
* Piles have been installed for the engineering building, and the foundation will soon be poured. Erection of steel will occur over the next two months, and the project is currently on time and on budget.
* The Barnard renovation has had some unforeseen challenges, and it is possible we may run out of funds for this project. If so, alternative measures will be taken to complete the building.
* There are over 2,000 items on the recreation building punch list. The contractors have six months to fix these items.
* Parking flags and campus maps will be updated soon to reflect the changes in parking.