**Integrated Planning Council Meeting**

**May 12, 2020**

**9:00 a.m. – Via WebEx**

Present: Z. Toro, N. Barcelo, C. Casamento, S. Cintorino, G. Claffey, D. Dauwalder, S. Hazan, M. Jackson, J. Jarrett, M. Jasek, Y. Kirby, J. Melnyk, B. Merenstein, S. Collins, J. Tully

Z. Toro introduced Sue Collins, who is working with Institutional Advancement and is the main liaison to the CCSU Foundation. IPC members introduced themselves.

Revised Process to Consider Fiscal Year 2021 UPBC Recommendations

Z. Toro had a conversation with C. Casamento in terms of how to move forward with the UPBC’s recommendations given the new reality we find ourselves in, and the fact that many priorities have now shifted. C. Casamento noted that the initial process was for the UPBC to provide their recommendations to Z. Toro around March 5th. Executive Committee members would be given the opportunity to revise their budget proposals until March 12th, and budget presentations would then be scheduled for March 13th. IPC members would then be given until March 25th to evaluate all materials received. Given the closure of the campus, this process was not completed.

Z. Toro noted that we are expecting a significant shortfall for the next fiscal year. It is also expected that there will not be any funds remaining at the end of this fiscal year to allocate for one-time purchases. It is hoped that we can balance this year’s budget without going to reserves, but this will remain to be seen. Three main factors are contributing to the need for a significant budget cut next year:

* A 15% decline in enrollment is forecasted nationwide. We are predicting a 10% enrollment decline for CCSU, which is optimistic.
* The uncertainty associated with the residence hall and meal plans. These funds are used as revenue to help balance the budget. Regardless of the scenario we go with in the fall, it will not be possible to be at 100% capacity in the residence halls.
* We are anticipating a reduction in state support. Coupled with this is the uncertainty associated with salary increases due to AAUP faculty and SUOAF staff effective July 1st. It is doubtful that the state will provide any funding to support these increases.

Z. Toro noted that there are certain investments we will need to make no matter what. IPC members were asked to share their thoughts on the process that should be used to identify, prioritize and fund these needed investments. It was noted that any investments needed as a result of the reopening workgroup’s recommendations would be considered independently and considered emergency investments. J. Melnyk suggested using the strategic plan as a blueprint going forward, and Z. Toro agreed with this approach.

After discussion, the following investment areas were identified by the IPC as the priority “big ticket items:”

* Technology
* Faculty development and support
* Student support services
* Marketing efforts to reposition the university

G. Claffey noted that it will cost between $10,000-$15,000 (per classroom) to make the infrastructure changes needed for the hybrid/online combination environment. Given the competitive demand for the necessary technology, the best-case scenario would be to get equipment for around 50 rooms.

D. Dauwalder noted that the reality is we can only start in the fall from where we are right now. He feels we should be ready to go fully online in the fall, however we can also decide what elements of our curriculum would benefit from on ground or hybrid delivery.

Given the competitive demand for equipment, C. Casamento made a motion that the IPC allocate $1,000,000 for the immediate purchase of the technology and equipment needed to convert up to 50 classrooms, including labs, to be equipped for CCSU to offer classes on ground and online simultaneously in fall 2020. S. Cintorino seconded the motion, and it was approved unanimously.

Z. Toro asked Y. Kirby to talk about how these circumstances may impact our accreditation. Y. Kirby noted that the biggest challenge will be if we do not end up having students living on campus. However, most of the interest from NECHE surrounds finances. Generally speaking, as long as we can adhere to the appropriate level of instructional content, we will be fine. Z. Toro noted we have umbrella authorization to offer online courses and programs. Z. Toro will ask the faculty senate to look further into how we can ensure the quality of online content, as we will be asked about this at some point in the future.

In terms of considering investment priorities, Z. Toro summarized that information will be gathered from the following areas:

* Year one action items from the strategic plan
* Priority items identified from the reopening committee
* Priority items identified from the IPC

Guidelines for Board-approved programs

D. Dauwalder provided a brief background on the document he sent out to IPC members. He will be part of a small group that will be meeting to interpret and define the guidelines, which are on the agenda for the May 14th Board of Regents meeting.

Next IPC Meeting

A meeting will be scheduled next week. Y. Kirby was asked to send IPC members a copy of the strategic plan action items memo that went to the planning workgroups. C. Casamento was asked to send the group the UPBC’s top ten priorities. Z. Toro would like to consider these two pieces of information at the next meeting, along with the action items identified by the reopening steering committee. Y. Kirby was also asked to share the communication from NECHE which details what they would like to see with respect to the university’s finances.