**Integrated Planning Council Notes of November 1, 2018**

**Present:** Z. Toro, L. Bigelow, C. Casamento, C. Galligan, J. Farhat, R. Rodriguez, D. Dauwalder, P. Troiano, K. Kollar

**Honors Program Update**

Z. Toro asked C. Casamento to provide a brief summary of the proposed changes to the Honors Program scholarship. The proposal includes replacing the current half/full in-state tuition scholarship model with a $4,500 annual scholarship per student with an eight semester maximum. C. Casamento noted that this new model would allow for the admission of more students into the Program - about 84 students per grade (three cohorts of 28 students), where there had historically been 134 students total. The first year may include two cohorts instead of three, however this would be a programmatically driven decision. C. Casamento added that the current allocation of funds (approx. $1.4 million) will support this change until 2023.

Z. Toro noted that other changes are also being considered, and D. Dauwalder stated that this involves cost and programmatic changes, encouraging broader faculty participation, and utilizing the Honors Program as a recruitment tool.

L. Bigelow inquired as to whether this proposal would be competitive with sister institutions. C. Casamento replied that there are talks of the sister schools changing their scholarship programs as well, and she would take a look at what is being done at other institutions.

A discussion occurred regarding the fact that $4,500 will not cover the full cost of attendance. R. Rodriguez stated that $4,500 seems low and expressed concern that this may be a deterrent to students who are offered larger scholarships by other institutions. Z. Toro asked if students could apply for additional scholarships, providing the amount does not exceed the cost of tuition. C. Casamento replied that historically Honors students could not stack scholarships; however, since the proposed amount is not a full scholarship it would not seem appropriate to tell students they could not apply for others. This restriction would not support the institution’s enrollment goals and may need to be changed.

R. Rodriguez questioned whether there is an institutional need to admit more students into the Honors Program, especially if that means lowering the scholarship amount. Z. Toro stated that the IPC needs to look further into what other universities are offering and what kinds of programmatic changes will be proposed. L. Bigelow also suggested creating a marketing plan to boost Honors enrollment.

C. Casamento stated that issues may also arise due to the timing of other scholarships and funding given to Honors students, which could ultimately result in students receiving more aid than necessary. L. Bigelow reported that there has been a drastic decrease in the number of students receiving refunds, and Institutional Advancement reviews all of the nominations that come in to make sure students aren’t receiving more aid than necessary. However, the University should focus efforts on streamlining scholarship processes across the board to avoid these types of issues. Z. Toro noted that this is a step in the right direction, and the IPC should look into adopting a systematic practice for administering and tracking scholarships/funding across campus.

**Budget Update**

C. Casamento briefly summarized a few changes in the Integrated Budget Model (IBM) process. First, the IBM has kicked off with three pilots instead of six. In addition, the Executive Committee Budget Proposal that is sent to the UPBC chair must highlight the level of involvement of the respective division in the preparation of the proposal, as well as include any funding adjustments or requests regarding IBM items. C. Casamento reported that IT, Athletics and SOB Finance has already piloted this model, and the UPBC now recommends that the entire SOB be included in a pilot.

Z. Toro indicated that the purpose of this new process is to gain a better understanding of how each division uses every dollar of its budget, as well as to determine if there is a deficit or a surplus in a particular area so funds can be reallocated and better utilized.

L. Bigelow noted that it would also be helpful to utilize any pertinent information gleaned from the external academic program reviews in this process. D. Dauwalder noted that while progress has been slow, work is currently being done to make better use of the external reviews.

C. Casamento briefly noted that there is an approximate $1.6 million cushion in the budget for FY19, and after deducting all other funds set aside there is about $750k left over. She added that the University took a cut due to last year’s reduction in housing occupancy levels; however, occupancy has since increased by about 30 students. Z. Toro then stressed the importance of increasing not only housing occupancy, but overall enrollment, as a way to produce additional resources and increase the bottom line. C. Casamento also reported that there has been an aggressive turnover number and she will be scrubbing and continuing to monitor the payroll data.

**Submissions Under Review**

**MS in Supply Chain and Logistics Management (approved by UPBC)**

L. Bigelow provided a brief description of the Supply Chain Logistics Management program, which was unanimously endorsed by the UPBC. Graduates of this program will be prepared to receive nationally recognized certifications in high demand by employers in the field, and blanket certification waivers will be offered in place of industry certification exams. This would be the only MS program of its type in Connecticut, the required courses are already being offered, and there are no additional lab, faculty or budgetary resources required. J. Farhat mentioned that it has been made very clear to the department that there will be no additional resources provided for this program, and he added that it is vital that the SOB and SEST work together to synergize and leverage resources.

A brief discussion ensued and it was noted that the program is directed at both community college students who continue in the BS of Technology Management, as well as at working professionals looking to advance their careers. C. Galligan questioned whether there were, in fact, no additional resources needed for the program, and he asked whether these proposals consider marketing costs. Z. Toro stated that the Provost will look into providing marketing funds. J. Farhat mentioned that the University should also make use of the 5,000 emails on the transfer student list to market this program.

After discussion the IPC voted and unanimously approved the program.

**BS/MS in Athletic Training (approved by UPBC)**

L. Bigelow provided a brief description of the Athletic Training program, explaining that it would be a BS/MS (3+2) program that would replace the current BS in Athletic Training. This program would prepare graduates for state/professional licensure in Connecticut and nationwide. Athletics does not envision any new personnel or training space needs, however the courses will need to be revised. There is also a one-time accreditation fee of $3,000 and an additional $3,000 site visit fee for accreditation of the program. The UPBC unanimously endorsed this program.

IPC members had a brief discussion and questioned whether the current faculty could support this program. D. Dauwalder stated that with the current course load faculty will be able to support this program for the next three years, and he added that the need for further faculty resources or more course sections could always be revisited based on the growth of the program.

The IPC then voted and unanimously approved this program.

**Action Items:**

* C. Casamento will research Honors scholarship/programmatic changes being made at sister institutions.
* IPC will look into whether or not it will be possible for Honors Program students to stack scholarships since the new $4,500 amount does not cover tuition costs.
* The IPC suggests utilizing the transfer student email list to market the MS in Supply Chain and Logistics Management.

**Next Meeting: December 7, 2018**