**Integrated Planning Council Notes of December 7, 2018**

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

**Budget Update**

C. Casamento reported that a mid-year budget update will be submitted to the System Office by the January 11 deadline, with a more detailed update to be provided after the February freeze. She stated that as of now the numbers include a conservative estimate based on enrollment and occupancy data, and she will provide the Committee with these estimates after the January 11 deadline.

Z. Toro reported that she recently met with the Governor-elect Ned Lamont, who mentioned that his first priority is to put together a budget for the state. He also stated that he is only now learning about the current challenges and restrictions regarding the state’s finances, and it is his goal to make every attempt to maintain the funding that is currently supporting Connecticut’s public institutions. Ned Lamont also confirmed he will implement the toll system and focus on bringing more companies into the state. Z. Toro commented that she believes it may be difficult for the new governor to maintain the current higher education budget, given that there are larger problems to focus on at the state level. She then stated that traditional methods of increasing revenue may not be enough to sustain the University, and she strongly encouraged the group to bring forth any out-of-the-box ideas that would help CCSU to gain more revenue and increase its enrollment.

A brief discussion occurred. C. Casamento noted that it is important to also keep in mind that salaries are scheduled to increase within the next two years. She added that it seems unlikely that the University would be able to raise tuition and fees, so any additional ways to increase revenue would be vital to supporting these salary increases and potential budget strains. Z. Toro stated that enrollment levels for the Spring semester are also unknown, and decreased enrollment would certainly have a negative impact on the future budget. As such, it should be a main priority to ensure students enroll in a timely manner. Lisa stated that health holds could be a contributing factor to the number of students who are currently here but not yet enrolled. Health Services should work with these students to release any unnecessary health holds.

**Submissions Under Review**

L. Bigelow reported that no new submissions have been reviewed since the last Committee meeting.

C. Casamento noted that the group may need to circle back with Steve Cohen regarding the Writing Center proposal that was discussed at the June 11th meeting. Z. Toro agreed and requested confirmation on whether the Committee would be receiving a revised proposal from Steve. M. Jackson then stated that Steve Cohen is scheduled to present a proposal at the January 28th Senate meeting.

**Space Requests**

Z. Toro reported that she has recently received several requests from student groups across campus for designated meeting spaces. She stated that groups such as International Students, the GSA, transfer students and others are interested in having their own space on campus where they can gather, study and socialize. Z. Toro then asked the group to consider the amount of requests coming in and think about the best method for determining whether these types of requests should be granted.

A brief discussion occurred regarding space requests across campus. Members agreed that with over 150 different campus groups, it would be impossible to provide every single group on campus with its own designated space. However, there may be a way to look at how other institutions share common spaces and come up with a plan for using the rooms we already have to accommodate multiple groups on a set schedule. It was also noted that providing separate spaces might encourage further disconnection among students on campus, whereas sharing common spaces would allow students to feel more connected to one another. S. Cintorino stated that there are currently a variety of vacant spaces that can be used as gathering spaces, and he will provide the Committee a list of options.

D. Dauwalder noted that he has received similar requests from the Career Center to either expand their space, taking over Explore Central, or to make improvements to their current space. He added that this would have implications for Explore Central, which would then need to be moved. Z. Toro stated that the Career Center has already been given a generous amount of space. In addition, faculty office space has also been an issue of complaint, and S. Cintorino stated that some faculty members are requesting more space, or to use vacant offices for storage. Z. Toro commented that there has been more than enough space dedicated to faculty/administrative offices and classroom spaces in the renovated Willard DiLoreto building. She added that donors will likely not be very pleased with the amount of space that has already been allocated, and she is unwilling to provide more space at this time.

The discussion concluded and Z. Toro requested to see the Career Center’s proposal before any more space is approved. She stated that she will tell all other groups that their requests are being considered while the Committee looks at different models for common meeting spaces.

**Strategic Planning Process – Progress Report**

C. Casamento provided an update on the status of the strategic planning process. Recently the Strategic Planning Steering Committee had a working session with Matt Ceppi of CLA for the purposes of developing a “Plan for the Plan” and setting goals for successful completion of a final strategic plan draft. After a successful brainstorming session, Matt Ceppi agreed to draft the project plan and send it to the Steering Committee for approval. He will also present the project plan at the December 18th UPBC meeting. Next steps include setting up a meeting with Marketing and Communications to create a communication plan, as well as holding an open forum and administering a stakeholder survey.

**Action Items:**

* S. Cintorino will compile a list of vacant spaces that can be used as gathering spaces for campus groups.
* Z. Toro asked the group to submit any out-of-the-box suggestions for increasing revenue and student enrollment.

**Next Meeting: January 8, 2019**