**Integrated Planning Council Meeting**

**July 27, 2020**

**Meeting Notes**

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

**FY 2021 Additional Funding Requests**

C. Casamento provided an overview of several expenses that the University has to incur as result of the pandemic. She explained that a few expenses totaling $118,360 were already approved by President Toro, as the timing of securing the service/item was critical. C. Casamento then asked the group to review all other pending expenses (spreadsheet provided), totaling $703,085.80 to determine approval status. In addition to the items on the spreadsheet, another $165,000 was requested for contact tracing.

A brief discussion occurred. C. Casamento noted that the University has already been reimbursed by OPM for approximately $2.4 million in COVID-19 expenses since March. Z. Toro added that while COVID-19 testing will be partially funded by the state, we will need to incur some of these expenses at the institutional level.

Z. Toro then asked the Council to vote for or against the approval of the expenses described above. Council members approved the expenses.

**Financial Impact: Enrollment Reports & Housing Occupancy**

Z. Toro provided an overview of the most recent enrollment and housing occupancy reports. She noted that we had assumed an enrollment decline of ten percent; however, enrollment is only down approximately 6.7 percent as of last Friday.

Additionally, as of Tuesday, 1705 students were registered, which is 10 percent less than last fall. This loss of occupancy is worth approximately $1.2 million. There have been 216 cancellations since March 3; in July there were 87 cancellations in one week. The July cancellations correlate with the move to online classes. Several enhancements have been made to the dorms, and Student Affairs is working on ways to communicate housing options to students.

While the enrollment numbers are promising, any decline in these numbers would have a significant financial impact to the University, as a one percent enrollment decline is equivalent to approximately one million dollars.

Z. Toro reported that CCSU was asked to submit two letters to NECHE detailing the financial impact of COVID-19 to the University, and a third letter will be due mid-September, which will include the financial impact of enrollment and housing.

**Planning for an Unpredictable Landscape**

Z. Toro reported on the status of the campus reopening. S. Cintorino recently submitted the reopening plan to the System Office, and it has received very positive feedback. Approximately 35 percent of CCSU’s Fall 2020 semester courses will be offered in a HyFlex model, and 65 percent will be offered online. A process has been identified for quarantine and isolation, as well as for contact tracing. A blueprint for the reopening is also being finalized, and it will likely be shared with the CCSU community by the end of the week.