

University Planning and Budget Committee  
1/26/2011 meeting agenda  
Blue and White

**Attendance: L. Wilder, L. Tordenti, Z. Kremens, C. Valk, O. Mamed, K. Larsen, Kobylenski, K. Martin-Troy, M. Leake, J. Tully, S. Wu**

1) Review and approve minutes of last meeting. **(Martin-Troy, Grasso: Ya: Unanimous)**

<http://www.ccsu.edu/uploaded/websites/UPBC/Minutes10-11/UPBCminutes120110.pdf>

2) Review of items 12/1/10 meeting and announcements

a. Budget presentations meeting – February 2, 2011 9:00AM-3:30PM in RVAC 106

b. First Master Planning Committee meeting this week: **Tomorrow 1/27 8:00AM**

c. Movement of approved items to Senate: **Voted thru senate not for approval; Paulette said she would present it to the faculty senate**

3) Election of UPBC member to serve on the Facilities Planning Committee: There was a senate spot up for UPBC to

**Nomination:**

**Martin-Troy Nominated Thom Delventhal (withdrawal)**

**Tordenti: Nominated Otis Mamed; Otis Accepted Nomination (Ya: unanimous) Barnard: 105 or 108**

*\*\*note\*\* Committee meets 2nd Tuesday of the month at 8:30 in Barnard Hall*

4) Update on use of the former credit union space and future plans for any banking agreements – Larry Wilder: **Achieve sent a letter to their workers to let them know that as of 12/17. They left the 2 ATMs where left with the agreement that they would work and recently they have not been accepting deposits and withdrawals. CCSU is going to try and get it to work. RFP to credit unions/banks and it has been completed. There are four banks interested in being on the campus. A survey was sent out to see what bank would be used on the campus. This project is moving along faster than expected because of the non-functionality of the ATMs on campus. The University is asking to provide a full range of service not just automated services. Martin-troy asked why are we looking for a full service? Wilder said that it was because of making a deposit in person is still desired and needed. Grasso added in that there are some kinds of automated/electronic deposits online and not in the ATMs but they did not have electronic before they left CCSU. Achieve let CCSU know that if they did not have a branch here the ATMs could not accept deposits. Valk asked if changing the branch will affect the amount of people not using achieve? Wilder said that once someone comes in he believes that the new vendor will be updated**

5) Budget update – Larry Wilder

a. General budget update: **There are no updates. Wilder stated that most of it is in the local papers: no early retirement plans. Government address is later than normal 2/16. What the governor says at the address will most likely happen. Two days ago Malloy was asked if we would file for bankruptcy and he said absolutely not. Tuition and Fee freeze**

until the state does something about the budget. There are all kinds of bills out there. Everything is on the table. Kremens shared that there is preparation for the budget cut and how they will have to deal with it for example; increase enrollment, increase tuition. How are the division heads going to present if there isn't an percentage cut. Wilder: People were advised that prepare as if they did last year. Prepare for 5%, 10%, and 15% cut. Revenue should also come forward during their presentations. Bond-funds meeting is the morning of the budget hearings. List of the request from each area in their division, currant allocations, one-time fund requests. Valk wanted to know if it would be benefit to audio record these meetings because if someone had to leave and there was questions that have already been answered.

Valk wants to know if what is discussed in these meetings is suppose to be transparent.

Wilder answers that it is not fair to compare to last year because it was an ongoing discussion and not a plan until late. Should we be sharing the drafts of the proposals or should we just show the final and our response. Martin-Troy and Leake wanted to clarify what we should put on the website. Wilder says that it is hard to read without content and that what we would have to be consensus of what we would be put out. John says providing the public with some kind of summary of what we are doing in the committee. Leake shares that she was informed last year about what the divisions priorities are so that they can ask for what they want in there department. Grasso suggests that we develop a summary for the meeting of February 23, 2011 about our decisions and Why we did what we did. Cuts, providing funding, and modifications. People are concerned about themselves. UPBC is the advisor to the process not the decision maker. Grasso wants to ask what happened last year and how did it work last year. Kremens also talks about taken in consideration the academic calendar.

Soliciting input of the budget requests:

b. Tentative schedule of presentations for each division on 2/2/11 : **handout of the schedule for the committee and the presentations**

c. Public sharing of budget proposals on UPBC website

d. Review budget calendar and finalize presentation materials for February meeting

i. Ideas for campus revenue generation heading into the next two years. Campus entrepreneurial activities (more summer course offerings) as part of divisional budget proposals

ii. A requested executive summary (1-page) detailing divisional priorities, major spending changes 2011-2012 : **Wilder wants them to do a summary of their priorities, and minimize the paper processing. This is also what the president wants to look at.**

iii. Baseline reports on each division to review. Alleviate previous committee concerns about just seeing above/below the line items

6) Division updates : **Tabled for next meeting**

a. Academic Affairs: None

Student Affairs:

Institutional Advancement: None

OIRA :None

7) Adjournment: 3:36PM