

University Planning and Budget Committee Meeting of November 2nd, 2021
1:45 pm – 3:00 pm, Microsoft Teams Online
Minutes

Members Present: A. Bray, S, J, Hegenauer, C. Liard-Muriente, R. Simmons, J. Whittemore, L. Bucher, M. Fallon, K. Kostelis, K. Poirier, K. Martin-Troy, S. Petras, Y. Kirby, J. Melnyk, J. Snyder, J. Tully

Chair Melnyk called the meeting to order at 1:47 PM

1. Announcements

- a. General - IPC announcements coming for the next meeting on the 16th
- b. FPC –
 - i. Manafort garage scheduled for completion for the Spring
 - ii. Applied Innovation Hub is open for use while work is being finalized
 - iii. Master Plan has been posted to the university website
 - iv. Library Annex moving forward
 - v. Kathy will share meeting minutes

2. Brief Reports / Division updates (if needed)

- a. CBCO – Nothing to report
 - i. Website will be updated with FY21 actuals next week
- b. Provost
 - i. 14 position replacements have been approved and 3 emergency hires for the Spring '22 semester (2 emergencies got extended from Fall '21)
 - ii. UPBC only reviews requests for new positions (does not apply to faculty lines as they are typically replacements of currently filled positions)
- c. OIRA - Nothing to report
 - i. Undergrad low enrollment is considered an award of 10 per year over a 3 yr average
 - 1. Works out to a need of roughly 60 students per major
 - 2. A report of low enrollment goes to system office through a pair of reports

3. New Business

- a. What is the current process for program elimination from the BOR/CCSU perspective and how can we prepare for potential review from the BOR?
- b. What are we going to do if the BOR instructs us to eliminate a program?

Discussion points brought up with regard to the potential of a Board of Regents/System Office program review process

- c. Can we have a preemptive review of the program to rebut the BOR's decree?

- d. Where can we find a list of potentially at-risk programs/departments?
- e. Elimination is typically initiated through the curriculum process
- f. When programs are up for external review every 5 yrs, low completer status is determined and the university must then determine what the plan is with regards to the continuation of the program
- g. The threats of program elimination have never come to fruition, but attention needs to be paid now given the current enrollment climate
- h. We need a university wide response to aid enrollment in low-completer programs and provide resources – Marketing is a challenge, but the university is working on a marketing plan
- i. We are a public, not for profit entity. We need to be able to provide services and goods at a loss if necessary – we serve the public interest
- j. University growth needs to come from all divisions, not simply academic units
- k. Where do the departments draw the line between their responsibilities and those of admissions?
- l. Moving forward:
 - i. Identify low completer programs/educate department chairs
 - ii. Focus on the strategic use of resources to support enrollment in at-risk programs
 - iii. How can we react to a program that falls within one of the four categories?
 - 1. Termination
 - 2. Suspension
 - 3. Consolidation
 - 4. Continuation
- m. Can we highlight our best faculty advisors and encourage them through load credit?
- n. Highlight a “culture of care”
- o. Retention dropped from 78% in Fall 2020 to 72% in Fall 2021

4. Adjournment 2:54 pm

Next Meeting November 16, 2021 via MS Teams