

University Planning and Budget Committee
Minutes, meeting of December 18, 2014, 2 PM, NC 22401

revised

<u>UPBC Membership as of 12/18/14</u>	
ELECTED AAUP FACULTY: ✓ Alicia Bray (Biology) ✓ Patrick Foster (Technology & Engin. Ed.) David Johnson (Geography) ✓ Julia Kara-Soteriou (Reading and L.A.) ✓ Rae Schipke (English) ✓ Kathy Martin-Troy (Biomolecular Sciences)	APPOINTED BY THE PRESIDENT ✓ Matthew Bielawa (Registrar) ✓ Carlos Liard-Muriente (Economics)
ELECTED ADMINISTRATIVE FACULTY: ✓ Laura Marchese (Institutional Advancement) Chad Valk (Media Center) Kevin Oliva (Acad. Ctr for Student Athletes)	EX OFFICIO: ✓ Faris Malhas: Dean Carl Lovitt: VP Academic Affairs Laura Tordenti: VP Student Affairs Chris Galligan: VP Inst'l Advancement ✓ Simms Sonet: SGA President ✓ Charlene Casamento: CFO ✓ Yvonne Kirby: Dir, Inst'l Resch & Assess.
<i>{there are also two student vacancies }</i>	

Members present: see list above. **Guests present:** none

1. CFO / Institutional Research report:

- Casamento: Our share of the rescission was: \$847,000, however we are hoping to mitigate higher than budgeted enrollment and conservative budgetary practices.
 - Kirby:
 - Enrollment up 0.2% compared to last year.
 - Casamento / Bielawa: We're continuing to try to stop registration holds from preventing new students from registering for the semester late entering new students sometimes take a while to get all of the courses they need to represent a full course load, and until they have the full course load they are reluctant to pay the bill... There is a 2-week window for students to resolve holds after they register.
 - For fall term, registration begins in April and goes through add/drop in September. Those registering prior to July 15th have that as their due date. Last fall, holds on these accounts were applied on July 20th. Anyone registering after July 15th that does not pay, set up payment plan, or have FA applied, will have a hold applied the following Sunday night. The exception to this is that on the first and second Mondays in August, we remove holds for those newly confirmed in the prior 7 days.
 - For spring term, registration begins in November and goes through add/drop in January. Those registering prior to December 15th have that as their due date. This spring, holds on these accounts were applied on January 4th. Anyone registering after December 15th that does not pay, set up payment plan, or have FA applied, will have a hold applied the following Sunday night. The exception to this is that on the first and second Mondays in January, we remove holds for those newly confirmed in the prior 7 days.
 - Casamento: We're trying to be flexible but financially responsible.
 - Kirby: we are losing 20 to 25% of students between their first and second fall semesters.
 - Marchese: do students know why they have holds?
 - Casamento / Bielawa: yes
 - Sonet: What can SGA do to help? Can we communicate to students on behalf of Bursar's office?
 - Casamento: We can evaluate what we're doing and see whether any additional such communication would be helpful. A cross functional group comprised of offices such as Bursar, Registrar, Financial Aid, and Housing has been meeting with the goal to reduce the "run-around" for students and an all-day workshop is scheduled during spring break.
 - Bray: Students may respond well to communication from the student center.
- Casamento: CCSU submitted an increase of 2% tuition/fees proposal for FY16 to the system office. We're hoping for funding similar to the \$3.2M we received this year. The \$3.2M provides us with additional funding to make up for having a 2% tuition increase rather than 5% to support operating costs.
 - Food/Housing
 - CCSU has also requested an increase of 2% for housing and an increase of 3% for the residential dining program. Each of the rate increases are subject to board approval. The tuition and fees were scheduled to go before the board in either January or February.
 - Students in the new residence hall will pay +\$217 on average compared to James Residence Hall.
 - The food vendor that will be recommended for negotiation will probably be known in mid-January
 - It is estimated that CCSU will have approximately 40 more residential students compared to last spring.
 - Liard-Muriente: So we'll need 400 more for next year?

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- Casamento: Yes, to be at nearly full occupancy.
- We're moving toward an annual-contract model for student housing, which results in the students having to pay one deposit, as well as streamlines the operational process.
 - Sonet: students are very aware of inequity in housing prices versus the quality of each of the halls. They aren't all equal.
 - Casamento: It's too late to change pricing model for next year, However it may be worth evaluating for future years.

2. Federal Report figures re: academic support, instructional expenses, enrollment:

- Kirby distributed three charts, as requested by this committee. Note that "FTE" in chart 3 is different from the state formula.
- Casamento distributed a glossary of terminology to aid in interpreting the charts.
 - {further discussion of the distributed materials}
- Kirby: there is more data to come.

Martin-Troy: our next meeting will be January 22 at 2 pm. Additional details will be forthcoming.
The meeting was adjourned.

January 22

February 5

February 19

The **Annual Budget Review** was conducted in February, including individual meetings with members of the administrative Executive Committee on February 19. The report of this review ("UPBC Budget Report 2015") is in a separate document.

March 12