

University Planning and Budget Committee

Minutes of the Meeting April 6th, 2021, via MS Teams

Members Present: J. Melnyk, J. Hodgson, S. Cohen, A.F. Pearson, S. Petras, L. Walter, R. Simmons, D. Harris, K. Poirier, L. Washko, E. Pana, B. Barr, M. Fallon, D. Dauwalder, G. Goode

Guest: L. Bucher, Finance, representing C. Casamento

Chair Melnyk called the meeting to order at 1:48 pm.

Approval of minutes from March 16th meeting delayed until next meeting.

Announcements:

Chair Melnyk welcomed Gregory Goode, a student appointed by President Toro to be a member of this committee.

Chair Melnyk stated that IT and Facilities may be submitting a budget request that will need to be reviewed under the interim guidelines. A committee is being created to consider the use of CARES money designated for students. The Bachelor of General Studies program proposal has been approved by the IPC. President Toro talked to the IPC about financial issues as she did when she visited our meeting.

K Poirier stated that the minutes from the last FPC (March 24th) had not been posted yet, but she would distribute them when they were available. One of the main topics had been the ordering of furniture and equipment for the new Engineering building. Their next meeting is April 21st.

Brief Reports

CFO: L. Bucher had no report to share for C. Casamento.

Provost: D. Dauwalder was delayed at another meeting. M. Fallon had no report to share.

OIRA: Y. Kirby was not in attendance due to the forum that afternoon to present the results of the faculty Campus Climate Survey.

Old Business:

Chair Melnyk has reviewed the history related to the executive/ex-officio attendance at UBPC meetings. His recommendation is that we let the By-Laws remain as they are and just respond to any executive's inquiry that they are welcome to attend any UPBC meeting as a guest.

Chair Melnyk reported that during a meeting with President Toro he presented three questions raised at our meeting following her visit with us: class size, compensation, and combining services. No definitive answers were forthcoming. The committee decided that class size was not in the realm of our influence – it was a topic to be resolved among Deans, Faculty Department Chairs, and faculty members.

Regarding the data collected from the Department Chairs: the information was given to the Faculty Senate Steering Committee but there has been no response yet. Chair Melnyk stated he did include our idea of using the information for marketing purposes. Chair Melnyk, F. Pearson, and D. Harris agreed to form a subcommittee to summarize recurring themes in the information.

Regarding whether program data should include revenue and use of a costing model similar to the one created as an example by the Provost, using public data generated by OIRA. It was agreed that too many variables are different across departments and the departments would have to explain the differences with specifics. In addition, the data would have to be updated on a regular basis. The consensus was that if the decision were to go forward with such a proposal, it would be better if the data could be generated by a single source and then perhaps departments could use the data themselves.

New Business:

Chair Melnyk pointed out that OIRA had responsibility for the maintenance of the Strategic Plan. He asked what might the UPBC do? It was suggested that perhaps we could make recommendations for the next set of priorities. Chair Melnyk said he would review the list we had submitted for identifying the top priority goals. It was pointed out that it was not the responsibility of the UPBC to collect data about which goals were being addressed or had been completed.

Regarding the IPC question about what could be a key element for CCSU's reputation and wider recognition: D. Harris, R. Simmons, and E. Pana described some ideas. Chair Melnyk asked them to summarize their ideas in an email to him so that he could present them to the IPC.

The meeting was adjourned at 2:46 pm so that members could attend the Open Forum relating the results of the Campus Climate Survey.

The date of the next meeting will be April 20th, 2021, via MS Teams.

Submitted, J Hodgson, Recording Secretary