

University Planning and Budget Committee

Minutes of the Meeting May 18th, 2021, via MS Teams

Members Present: B. Barr, J. Gamache, D. Harris, S. Hazan, J. Hodgson, J. Melnyk, E. Pana, A.F. Pearson, S. Petras, K. Poirier, R. Simons, J. Snyder, L. Walter, L. Washko, C. Casamento, D. Dauwalder, M. Fallon, Y. Kirby

Guest: L. Bucher

Chair Melnyk called the meeting to order at 1:47 pm.

Approval of minutes from March 16th, April 6th, April 20th and May 4th meetings was postponed.

Announcements:

Chair Melnyk shared that the IPC had approved the proposals submitted by the CARES Task Force, as amended, and recommended by the UPBC. Updates on the budget situation covered at the IPC meeting will be shared later by C. Casamento in her report. The IPC is concerned about whether there is general campus knowledge about the budget situation. F. Latour will be meeting with the Senate Steering committee to address this issue.

K Poirier stated that the next FPC meeting is June 2nd.

Brief Reports:

CFO: C. Casamento said that the spending plan for the rest of FY2021 and for FY2022 was submitted to the BOR on May 11th. She asked the chair to distribute the report's narrative to the committee members that she had shared with him. She then shared the summary contained in the first three paragraphs: A projected shortfall of approximately \$4.2 M for FY2021 will be addressed with HEERF II funding. CCSU will not have to use any reserve funds due to the previously implemented reductions of \$13.8 M and conservative spending. A projected shortfall of \$14.8 M for FY2022 will also be addressed with HEERF funds. It is anticipated that the debt service of \$1 M associated with the Residence Hall and \$654 K for the Willard-DiLoreto parking garage construction will need to be drawn from reserves. \$4.3 M will cover a bridge to FY2023. She asked everyone to keep in mind the unknowns that affect their projections: enrollment, occupancy, fringe rate/estimate recovery and appropriation and especially COVID-related expense reimbursement.

Provost: D. Dauwalder said that summer session enrollment was ongoing, and that he is projecting 11,515 credit hours. Part-time hiring process is still being examined.

OIRA: Y. Kirby reported that although CCSU saw a small uptick in graduate student enrollment Southern has seen a larger increase and she is looking at possible reasons why that is so. There is a rumor that they added more assistantships. J. Melnyk said that F. Latour had noted that undergraduate reduction in enrollment seemed to be greater in the low income and low academic achievement students. Questions were raised about the numbers for returning students, the effect of free community college enrollment and early graduation. Y. Kirby will look into these.

New Business.

Proposal ideas for long term exposure to distinguish CCSU: Chair Melnyk had distributed a draft RFP to go to the campus community and asked for responses. During the discussion questions were raised about the information requested about related expertise including competition with private universities with large endowments and /or money to hire outside experts. B. Barr will draft an introduction and J. Snyder will reframe the expertise section.

The executive members except L. Bucher and C. Casamento were excused from attending the rest of the meeting while the committee discussed a process for reviewing the submitted budget requests and generating questions.

Chair Melnyk stated three assumptions: 1) we assume we are all here to serve the greater good for students and CCSU, 2) we assume we have no hidden agendas, 3) we assume we are all responsible and reasonable people and understand there may be disagreements.

In response to a question about the source of funding for these requests, C. Casamento reminded everyone that enrollment and housing are large elements underlying the budget and these are being considered flat. She noted it was currently unknown if the legislature would approve the governor's budget which also affects CCSU's budget. But she did state that the spending plan that was submitted did assume some of the requests would be approved.

Any new or upgrades of positions will have "hiring freeze" thinking applied.

It was agreed that our role was to ask questions.

The meeting was adjourned at 3:01 pm.

The date of the next meeting will be June 1st, 2021, via MS Teams.

Submitted, J Hodgson, Recording Secretary