

**University Planning and Budget Committee Meeting of September 20<sup>th</sup>, 2022**  
**1:45 pm – 3:00 pm, Microsoft Teams Online**  
**Minutes**

**A. Bray, K. Poirier, C. Liard-Muriente, L. Whittemore, Y Kirby, K. Martin, L,  
Walter, E Pana, F. Pearson, M. Tadi, Y. Patterson, J. Whittemore**

1. Announcements

a. General

- i. Approval of meeting minutes from last meeting
  - Minor changes in language approved
- ii. UPBC website has been updated with previous year's minutes and current committee members
- iii. L. Whittemore will be leaving UPBC

b. IPC

- i. Monday's IPC was cancelled

c. FPC

- i. Wednesday, Sept 21<sup>st</sup> 10 am
- ii. Wednesday Oct 19<sup>th</sup> 10 am
- iii. Wednesday, Nov 16<sup>th</sup> 10 am
- iv. Wednesday, Dec 14<sup>th</sup> 10 am
- v. Wednesday, Jan 25<sup>th</sup> 10 am
- vi. Wednesday, Feb 22<sup>nd</sup> 10 am
- vii. Wednesday, Mar 22<sup>nd</sup> 10 am
- viii. Wednesday, Apr 19<sup>th</sup> 10 am
- ix. Wednesday, May 17<sup>th</sup> 10 am

2. Brief Reports / Division updates

a. OIRA – Enrollment Report

- i. Initial sheet (CCSU), down 1.9%, 185 students, mostly PT undergraduates and graduates
- ii. FTE is 15 credit hours for undergraduates and 9 credit hours for graduate students
- iii. When the system office/legislature looks at enrollment, the 1.9% tends to be their focus, but the budget is based on FTE, which is down 0.8%
- iv. Continuing enrollment is down
- v. Smallest incoming graduate class in several years
- vi. Undergrad admissions – applications, acceptances and enrollments up
- vii. Grad Admissions – applications and acceptances up, but first-time enrollment is down 10%
- viii. Must focus on increasing our population of graduate students and adult learners
- ix. Traditionally our enrollment is 80/20 undergrad v grad, but the goal should be 75/25 (goal was part of the 10-year NECHE report)
- x. Initiatives? (E. Pana) At the graduate level, the application process is being streamlined in hopes of reaching a turnaround

time of a few days

xi. Slate is intended to help this timeframe

xii. Graduate Admissions applications and acceptances have been trending up for several years, but first year enrollment continues to decline

xiii. Discussion ensued...

- At the graduate level, are we offering the appropriate graduate options? Where are the applications going? Are we reviewing the number of applications? The understanding is that these conversations are happening at the individual college level
- Do we need to add new majors or should we focus on our mode of instruction and availability of coursework?
- What are the private institutions doing to grow while our enrollment falls (UCONN and University of Hartford each had their largest incoming classes on record)
- What is the status of the program review report?
- Would there be any value in exit interviews, surveys, etc for graduating students?
- Are there initiatives to convert part-time students into full-time students?

3. Old business

a. Update - What do we want to accomplish for AY 22-23?

i. Waiting on an update from F. Latour for our charge

b. Who is who in leadership? Can we get a breakdown of our administration from President down to Associate Dean levels, reporting lines?

4. New Business

a. President Toro will be a guest at our next meeting on 10/4 to discuss the budget process

b. Y. Kirby will not be in attendance

5. Adjournment 2:52 pm

Next Meeting October 4, 2022 – via MS Teams