

University Planning and Budget Committee

Minutes of the Meeting of October 16, 2018

Members Present: L. Clark, K. Martin, E. Pana, J. Farhat, S. Cohen, J. Hodgson, C. E. Valk , S. Gross, J. Gamache, C. Soler, L. Petras, L. Bigelow, D. Dauwalder, C. Casamento, R. Ghodsi, S. Mendez-Mendez, Y. Kirby.

Absent: M. Fallon, D. Dauwalder , J. Effend.

Invited: P. Morano and P. Resetarits

Chair Bigelow called the meeting to order at 1:46 p.m.

Approval of the minutes: The minutes for the 10/02 meetings were approved. Review of Pending IPC Submissions BS/MS in Athletic Training and MS in Supply Chain and Logistics Management

Chair Bigelow welcomed the representatives of the Department of Physical Education and Human Performance and the Department of Manufacturing and Construction Management.

BS/MS in Athletic Training: A proposal was made to have a time limit on presentations and discussions in order to have all items on the agenda addressed.

Chair Bigelow mentioned that UPBC does not have a prescribed format for the review of IPC submissions. A summary of the key elements of the BS/MS Athletic Training proposal was presented and it was confirmed by the department representative. A discussion about the projected enrollment and credit earned by students ensued. In order to meet the graduation requirements, students need to decide no later than their junior year if they want to enroll in the graduate program. Students must take summer courses for two summers and during their fourth academic year they must take courses that are cross-listed as both undergraduate and graduate. Similar programs offered by other institutions also require students to take summer courses. Dr. Morano emphasized that the proposal requires no additional resources. A motion to advance the proposal to IPC consideration passed.

MS in Supply Chain and Logistics Management: A summary of the key elements of the proposal was presented and it was confirmed by the department representatives. The representative of the department added that the proposal is for a new graduate program and that the enrollment is expected to meet the minimum threshold to at least break-even. C. Casamento mentioned that while the budget for the proposal is different than the version circulated by the

UPBC, the two versions are not materially different. A motion to advance the proposal to IPC passed.

Vice Chair Farhat asked for clarifications on the cost estimation for the two proposals. C. Casamento stated that the estimation is based on the projected cost of running the full program. Any differences in the cost of running programs translate into differences in assumptions (i.e. starting enrollment level) for new programs proposed by different units. C. Casamento emphasized that cost estimation based on cohort results in a conservative proposal.

Strategic Planning: about an announcement made by President Toro on October 10, 2018 of creating the Strategic Planning Steering Committee (SPBC): Chair Bigelow opened up the discussion on the role played by the UPBC on the strategic planning process. Since IPC had no meetings during the previous two weeks, the UPBC representatives on IPC could not provide an update on the relationship between the SPSC and UPBC. S. Cohen argued that since UPBC did not create SPBC, UPBC should object to the fact that SPBC was created without any consultation with UPBC. C. E. Valk recapped the previous work on strategic planning and the consultative role played by UPBC on this process. A concern was raised that while some progress was made, the previous work on strategic planning was not fully supported by members of the community. Several members argued that UPBC needs clarification on the motives and goals for creating the Strategic Planning Steering Committee (SPBC) and whether or not the committee has been created in accordance with the faculty governance process. A motion was made to invite President Toro and the President of the Faculty Senate, M. Jackson, to join the committee for a discussion that would provide such clarification. To facilitate the visit, member of the committee volunteered to offer the two guests an option to join the committee either on October 30 (special meeting) or November 6 (regularly scheduled meeting). The motion passed.

Brief reports: C. Cassamento provided an update on the work done by the IBM subcommittee. Details on the changes to the templates, sign off sheets, and the special consideration of the funds from the Foundation were provided. A concern of the IT unit about the IBM timeline was also mentioned.

Y. Kirby provided a brief report of the NECHE visit. The report on the exit meeting is confidential. A draft report from the visiting team is expected to be received within a couple of weeks. Any inaccuracies on the draft report need to be addressed within a week from the date when the report is received. A question was raised about who will receive the document and who will address any such inaccuracies. A proposal was made to have President Toro address this item at the next meeting with UPBC.

Several questions about the enrollment data and the process of external review of departments were raised.

The meeting was adjourned at 3:10 pm.

Respectfully submitted,

Ella Pana, Secretary