# **Integrated Planning Council**

# **July 28, 2022**

# **Meeting Notes**

**Present:** L. Bucher, C. Robinson, A. Bray, L. Frank, S. Hazan, Y. Kirby, F. Latour, Z. Toro, E. Moore, K. Kostelis

**Absent:** G. Claffey

## **Fall 2022 Enrollment and Housing Occupancy Reports**

* FT student enrollment down 1.8% from this time last year (163 fewer students). We are seeing a similar pattern with graduate students (down 6.1%).
* Growth has been seen in first-time FT student population.
* Enrollment event on August 17th 8:00 a.m. – 8:00 p.m. Promotional information (print, social media, digital, and radio) will be going out after August 1.
* Applications are coming in at a faster rate compared to this time last year. There is growth in number of confirmations and registrations.
* PT registrations down; graduate level applications up slightly.
* Event for graduate students taking place on August 18th at Parkville Market.
* Outreach being done by Student Success and Deans.
* Postcards with space for handwritten notes will be going out.
* Efforts targeting stop out students and students with balances below threshold highlighted.
* P. Toro stressed the importance of reaching out to continuing students who have not registered as this will impact retention numbers.
* The drop in PT students continues to be a challenge. The job market is strong, and more flexibility is needed in terms of course offerings and how we serve this student population.
* K. Kostelis has been working with Deans and Enrollment Management to change processes and address issues with graduate enrollment.
* We need to adapt and be more flexible and not depend on faculty who are not here during the summer to take care of processing graduate program applications. 48-hour response time is national standard.
* The BOR uses head count numbers when publishing data, and this is also how we are judged nationally. Our revenues are based on FTE. Public perception very important as well.
* L. Frank noted that it has been difficult to reach continuing students due to an issue with the texting system the School of Business has been using. Y. Kirby suggested reaching out to G. Claffey for assistance in resolving this issue. Stan Styrczula can assist as well.
* Action Item: C. Robinson and G. Claffey will develop a process enabling students to update and verify their information once a year for the emergency response system.
* L. Bucher noted that we are on target to reach our budgeted housing occupancy goal of 2000. Currently at 1884 students.

Z. Toro noted that our efforts to increase the incoming class is being affected negatively by the decrease in continuing students. This will eventually be reflected in our retention rates. We need to continue to work together to retain every student we bring to Central.

**Update on Staffing Plan for Next Year**

* K. Kostelis noted that things are on track with respect to course coverage. There have been lingering concerns and challenges in recruiting both full time and adjunct faculty.
* D. Moreland noted there is a new expectation of what employee benefits should be which our union structure does not support.
* Y. Kirby noted that we need to sell the institution as much as the individual interviewing is trying to sell themselves.
* D. Moreland noted the need to focus on the Wow factor – how we present ourselves, how we speak, how we dress, etc.
* Z. Toro noted that faculty and staff need to be energized, proud of who we are and what we have to offer. We have fundamentals for the Wow factor in place. Facilities is developing a proposal to see how we can update our science labs under the financial restraints we have.
* D. Moreland noted the need to focus on strategic management. We are not strategically managing our programs and our people to get the most efficiency and effectiveness. More focus is needed on augmenting staff purposefully and mindfully and not just refilling positions.

**Developments at CCSU**

The following information was shared with the Council:

* For the first time in history of institution, we exceeded $6 million in fundraising. We are starting with this amount as the goal for FY22-23.
* The childcare drop-off center will soon open. IPC members were encouraged to tour the facility, which is very impressive. A significant number of students have been working there as part of an experiential learning endeavor. 11 students in different programs will be supporting the center during the fall semester.
* A pilot for community college students to live in dorms while they pursue their degree at two of the community colleges continues to move forward.
* A cohort of students from Jamaica have asked for a certificate program in literacy and graduate program in literacy education. CCSU will be offering super hyflex classes to meet this need. Students from Jamaica will be able to join existing classes and we will not need to change anything we are already doing.
* A timeline for getting the systems engineering program through the curriculum committee is being developed. The plan is to add a minor and certificate program as well.
* The new parking garage is online.
* Value engineering for the library project is underway.
* An analysis of the biology and chemistry labs is underway.
* A new work study policy was recently passed that will effectively increase students’ ability to earn money on campus by 10%. This also creates an experiential learning opportunity for students.
* A new recruitment model has been developed within the School of Business.
* Onbase software has been successfully implemented.
* P. Toro noted that President Cheng has asked for her assistance in appointing a task force from Central’s cabinet to assist Western with addressing their financial challenges.

**Newspaper Article from System Office**

P. Toro referenced an article recently published by the Hartford Courant and the CT Mirror. (<https://ctmirror.org/2022/07/19/ct-state-colleges-and-universities-cscu-cost-cutting-measures-dropping-enrollment/>). IPC members were asked for feedback on what our approach should be in response to the request that universities cut programs with low enrollment.

K Kostelis noted the importance of being mindful and proactive in terms of how we broach this subject so that constructive and productive conversations can occur. We also need to develop a sense of awareness of where we stand fiscally as well as enrollment challenges and trends outside of CCSU.

S. Hazan noted that some programs with low enrollment are still needed for gen ed but may not be needed as a full major. K. Kostelis agreed that an opportunity exists to possibly combine some departments to realize efficiencies. E. Moore agreed that this request could be a way to open a larger conversation around rebranding some of the majors.

P. Toro agreed that focus should be on reimagining and repackaging programs as opposed to cutting them altogether.