**Integrated Planning Council**

**September 4, 2019**

**Meeting Notes**

**Present:** Y. Kirby, Z. Toro, K, Peckham, G. Claffey, S. Cintorino, B. Merenstein, C. Galligan, M. Jasek, D. Dauwalder, M. Jackson, R. Barcelo, S. Hazan, J. Melnyk

**Absent:** C. Casamento, R. Tahir, D. McCormick

**FY21 Budget Process**

In C. Casamento’s absence, Z. Toro presented a new budget submission format to the IPC members. Z. Toro explained that C. Casamento worked with M. Jackson and herself to develop this new budget template to address some challenges that developed during the last budget cycle. This is a very different format from what had been used in previous years, as it is much more descriptive in nature; however it should eliminate a lot of the back and forth between the UPC and the members of the Executive Committee

Moving forward, every budget request must include a description sheet which summarizes the request in detail. An additional document is also required for equipment requests, and any equipment request over $1,000 requires a three year plan.

Z. Toro noted that the new budget forms will be posted to the UPBC website, along with the recently revised budget timeline and the five strategic goals. In addition, a memo will also go out to staff explaining the new budget process.

S. Cintorino suggested including a sheet with all equipment requests over $1,000 describing the requirements for installation. He will speak to C. Casamento about adding this as part of the process.

Z. Toro then stated that it is the responsibility of the administrators to review all of the request from their respective units to determine what requests should move forward. In addition, ExComm should ideally meet to discuss requests before they are submitted to the UPBC, in order to determine if there are any multi-divisional needs.

Z. Toro briefly mentioned that budget adjustments have been made for the upcoming fiscal year, and she reported that cuts have been reduced to $1.4 million. The total impact of enrollment and housing occupancy decline was about $4 million. The University is also waiting for information from the System Office regarding fringe benefits reimbursement.

**Men’s Center Proposal**

Z. Toro provided the Council with a detailed summary of William Fothergill’s proposal to create a Men’s Center:

* This proposal was developed after Z. Toro allocated funding to the Man Enough Initiative.
* The ultimate claim of the proposal is that female students are more successful because CCSU has a women’s center. As such, a Men’s Center would result in better achievement/retention rates for male students.
* The proposal included reassigned time for William Fothergill to run the Center, which would take him away from his other Counseling duties. In addition, students would be utilized to run the Center.

Council members then discussed the proposal, and several issues were shared:

* The proposal included a great deal of statistics, which Y. Kirby recently analyzed. Y. Kirby’s conclusion was that the data in the proposal did not match National or CCSU data. For example, the main claim of the proposal is that females retain at a much higher rate than males; however, over the past few years CCSU has worked to successfully close this gap.
* M. Jasek stated that Fothergill never discussed the proposal with him, and he is concerned that the reassigned time will take Fothergill away from important counseling duties. Other members agreed that Counseling is already overloaded with work, and this reassigned time may be counterproductive.
* R. Barcelo noted that the proposal claim seems to be based on the assumptions that 1) all female students utilized the Women’s Center, and 2) the Women’s Center is the reason for female student success. In addition, it may be inappropriate to compare a Men’s Center to a Women’s Center, which was created for a different purpose entirely.
* C. Galligan noted that the purpose of the Men’s Center isn’t clear, and it does not seem to explain its relation to the strategic plan objectives. Y. Kirby agreed and added that the proposal also includes no goals or outcomes to evaluate.
* B. Merenstein noted that it would be interesting to see the retention rates for the male students who were involved in the already-funded Man Enough Initiative. S. Cintorino added that it seems it would be difficult to prove that the Men’s Center had any significant effect on retention.
* S. Hazan noted that Western and Eastern have a group called “MALES,” which seems like a more appropriate support system than the development of a center.

After some deliberation, members agreed that the proposal would need further revision before it could be considered. As such, Z Toro agreed to respond to William Fothergill with the following requests:

* Include data on the success of the Man Enough Initiative
* Go through proper Student Affairs channels (including a review by M. Jasek) before submitting the revision
* Explain how the development of this center aligns with the new strategic plan
* Include goals, learning outcomes and assessment strategies
* Adhere to the new budget process when submitting a new request

**Submissions Under Review**

Z. Toro announced that there are currently no submissions to be reviewed by the IPC, however D, Dauwalder did confirm that they are anticipating a few new academic programs including: a grad level certificate in business leadership, a doctoral program in construction management, an undergraduate certificate in real estate for the Department of Geography, changes to the master’s program in PE and exercise science, and a market analysis of a doctorate in physical therapy.

**Strategic Planning – Progress Report and Timeline Update**

Z. Toro noted that the timeline for the strategic planning process has been revised, leaving the group about two months behind. The final plan will now go to the Board in February, rather than December. In addition, changes are currently being made to the first four goals, and goal five has been significantly revised. Z. Toro stated that the timeline is very tight, as the University will be required to report on the finalization of the strategic plan to NECHE a year from now.

J. Melnyk asked for the Committee to do its best to get the draft to the UPBC as soon as possible, as it is currently scheduled to be reviewed the week of finals. Z Toro agreed that the Committee would do its best to get the draft to the UPBC as soon as possible.

**Next Meeting: September 26th**