**Integrated Planning Council**

**March 9, 2021**

**Meeting Notes**

**Present:** Z. Toro, C. Casamento, G. Claffey, S. Cintorino, S. Hazan, C. Magnan, A. Suski-Lenczewski, Y. Kirby, K. Peckham, F. Latour, J. Melnyk, J. Tully, J. Jarrett, S. Collins, S. Watton, K. Kollar

**Absent:** D. Dauwalder

**Guest:** M. Fallon

**FY 21 Budget Update**C. Casamento provided the following budget update:

* Finance has determined a path forward to balance the budget for FY21.
* It is unknown at this point how much will be taken from reserves (assuming about $1.7 million).
* The funds coming from reserves will serve our debt for the residence halls, as well as for the new and old parking garages.
* It is unlikely we will receive the same relief funding for FY22.
* We have assumed approximately $2.1 million in COVID expenses for the Spring. If residence halls are forced to close at any point, we could incur additional expenses.

**Response to the Changing Landscape of Higher Education (*Cont*.)**Z. Toro updated the Council regarding the five priorities that were identified by the Executive Committee and Deans to respond to the changing landscape of higher education, and the work that has been done to move these priorities forward (Priorities: Create Efficiencies, Flexibility, Specializations and Personalization, Grants, Strategic Partnerships).

* Executive Committee and Deans developed a list of projects to create a friendly and student-centered campus and increase enrollment and retention. K. Kollar will share this list of projects with the Council.
* Z. Toro had a conversation with the UPBC regarding the five priorities.
* UPBC has collected information from departments regarding how they serve the state and community. The information will be given to the Faculty Senate Steering Committee.
* Next steps include getting feedback from Department Chairs and campus community.
* UPBC is working to identify specific change areas to pursue. J. Melnyk asked the Council to assist the UPBC in getting campus community input.
* J. Tully noted that we need to be careful not to let the Strategic Plan be duplicated or overlooked. J. Melnyk replied that the UPBC can review the Strategic Plan to see what has already been identified. Z. Toro noted that the SP2020 Action Plan is flexible and should be looked at during this process.

**Areas to Consider:**

* Consider ways to reach out to adult learners and nontraditional students for feedback on programs they prefer, etc.
* Look into operational processes and procedures across the University to create more efficiencies, flexibility and coordination (i.e.: new academic program approval process).
* Develop milestone dates for achieving the Strategic Planning goals.
* Take advantage of program cost model to determine how to move forward with programming.

**Next Steps:**

* UPBC will further explore ways to utilize the program cost model.

**Process for Considering Concept Papers for New Academic Programs**The group engaged in discussion regarding the New Academic Program process and the IPC’s role in the consideration of new programs. The following is a summary of comments/suggestions:

* M. Fallon – it is not possible to develop a new academic program for zero cost. There will always be an increase in marginal costs for added instruction, administration, technical support, tutoring support, or academic support.
* Z. Toro – the IPC should be making decisions regarding what parameters should be used to determine if a program will move forward. It is imperative to understand the cost of the program, as well as whether it aligns with the Strategic Plan.
* Z. Toro – there is no concept paper at the System level; however, we need to have some kind of review at the university level.
* Some agreed - if we continue to add more programs, it makes sense to also look into which existing programs should be eliminated, if necessary.
* S. Miller – if we evaluate programs, we need to be transparent and include faculty and the campus community appropriately.
* J. Jarrett – if we develop parameters for new programs, we can then apply those same parameters to our existing programs.
* M. Fallon – how will we handle the development of new concentrations/specializations moving forward? Z. Toro – there should be parameters for this process as well; we need to ensure we are serving our students and managing our resources.

J. Melnyk, M. Fallon, C. Casamento and F. Latour were asked to work on the development of a process for concept papers, as well as parameters for determining concentrations and new programs that will move forward. The group will present their suggestions at the next meeting.