**Integrated Planning Council Notes of Tuesday, April 24, 2018**

**Present:** Z. Toro, C. Casamento, R. Bachoo, R. Wolff, S. Cohen, C. Galligan, R. Rodriguez, P. Troiano, L. Bigelow, S. Matterazzo

**Institutionalization of Community Engagement**

Z. Toro noted that she will be convening a task force to look at ways in which CCSU can increase and improve its collaborative efforts with the city of New Britain and other organizations. In addition to faculty representatives and a representative from Student Affairs, the task force will also include member of the Faculty Senate Community Engagement Committee, who will serve as the liaison between the task force and the senate.

**National Benchmarking Data RE: Optimal Staffing Levels**

C. Casamento and L. Bigelow have been working together on this. The “Recruitment, Onboarding and Student Support Services Inventory” chart was distributed, along with a preliminary benchmarking document. Updates since the last version were reviewed. In terms of the chart, R. Rodriguez noted that the LGBT Center is an area of Student Affairs and not ODE.

With respect to benchmarking data, it was noted that the document distributed needs refining, which is difficult in some cases as there is not always a national model to follow for certain divisions. Once we have reliable data, the IPC will be able to establish priorities with regards to optimal staffing levels for each unit.

Z. Toro will be meeting with union leaders to discuss the convening of a task force to look at the university’s overall organizational structure with respect to diversity and equity, Title IX, and how to foster an environment that is safe and welcoming. Outside expertise will be included on the task force to minimize conflict of interest.

**Action Item:**

* L. Bigelow will distribute the preliminary benchmarking document to Executive Committee Members for review, with respect to their individual units.

**Update on Proposals Submitted to the IPC**

R. Wolff provided an update on the proposals submitted to the portal.

**Next Meeting**

The next regularly scheduled meeting: May 22, 2018 at 11:00 a.m.