**Integrated Planning Council**

**May 11, 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. Miller, D. Dauwalder, K. Kollar

**FY 21 Budget Update**

C. Casamento provided the following budget update:

* The spending plan estimate for FY 22 will be submitted today.
* FY 21 has a projected shortfall of $4.2 million, which will be fully addressed using CARES funding.
* The $4.2 million shortfall comes after $13.8 million in reductions.
* We received a commitment for reimbursement of COVID expense for the second half of the year.
* There is a projected shortfall of $14.8 million for FY 22, which assumes flat undergraduate enrollment, a modest increase in graduate enrollment, and 1,550 residential students. This shortfall will be addressed using CARES funding.
* $4.4 million of CARES funding will be leftover for FY 23.
* The final fringe rate and Governor’s budget will be announced in June.

A brief discussion ensued, and the following questions and comments were shared:

* Z. Toro noted that we need to work very hard to ensure an increase in enrollment for Fall 2022.
* Z. Toro asked F. Latour and J. Melnyk how we can convey the seriousness of CCSU’s budget situation and enrollment levels to the campus community.
  + J. Melnyk – share budget projections, enrollment levels and housing occupancy data in UPBC proposal requests. In addition, the UPBC can share this information at the first Faculty Senate meeting of the year. F. Latour suggested having an emergency Faculty Senate meeting this summer.
  + F. Latour – provide faculty with information regarding the reasoning behind low enrollment.
  + Z. Toro and Y. Kirby noted that lack of student engagement, as well as personal and financial stresses were major themes of the student climate survey, and faculty may have different perceptions of what the students are actually going through.

**CARES Funding Proposals and Recommendations**J. Melnyk provided a summary of the UPBC’s recommendations in regard to the $635,000 of CARES2 act funding recommendations that were submitted by the workgroup.

* All requested ideas were given the support of the UPBC and considered as needed benefits to the University and its faculty, staff, and students.
* One exception to the recommendations included increasing support for the Financial Literacy Office from $50,000 to $75,000. The additional $25,000 was recommended to be taken from the $300,000 request from Student Affairs.
* Another recommendation from the UPBC included asking the funding recipients to consider identifying and collecting student outcomes that may serve as a measure of success such that they indicate support/rationale for future funding requests.

Council members then voted unanimously in agreement with the above recommendations from the UPBC.

C. Casamento will notify individuals who have requested funding that they have until March 3, 2022 to spend this money, as well as to encourage all individuals to implement the recommendations as soon as possible. C. Casamento will work with J. Palmer to develop a communication for the campus community regarding the disbursement of these funds.

**IPC Membership for the AY 21-22**

A brief discussion occurred regarding IPC membership for Academic Year 2021-2022:

* F. Latour will reach out to the new chair of the Curriculum Committee.
* There will be a UPBC membership election the first meeting of the semester.

Z. Toro confirmed that we will wait until after the first meeting of the Fall semester to establish IPC membership.

**Other Items:**

* The UPBC will meet next week to generate potential questions regarding the extraordinary budget proposal requests. Questions will be submitted to the Executive Committee after this meeting, and the UPBC will then meet with Committee members on an as-needed basis. UPBC recommendations will then be submitted by the end of June.
* The BOR Academic and Student Affairs Committee tabled consideration of the Bachelor of General Studies degree and has asked CCSU to work with Charter Oak regarding this program. Z. Toro will meet with the Interim President of the System to discuss this.

**Follow Up Items:**

* IPC Membership to be discussed at the first fall meeting.

# Appendix I

**Memo to IPC Regarding CARES Funding Requests**

TO: President Zulma Toro, and the Integrated Planning Council

FROM: Jason A. Melnyk, UPBC Chair (2020-2021)

DATE: May 4, 2021

The following recommendations for the CARES2 act funding recommendations from the workgroup were reviewed by the University Planning and Budget committee. All requested ideas have the support of the UPBC and feel they are needed benefits to the University and its faculty, staff, and students. The committee makes the following recommendations:

We are in support of the proposed allotment of funds with one exception. Idea number five (two requests from Student Affairs), increase support for the Financial Literacy Office by increasing the allotment from $50,000 to $75,000. This should provide the necessary funding to support a temporary full-time position. The additional $25,000 is recommended to be taken from the $300,000 request from Student Affairs.

Second, we recommend asking that those who are awarded the funding consider identifying and collecting student outcomes that may serve as a measure of success such that they indicate support/rationale for future funding requests.

Please see the attached excel spreadsheet for further information regarding each proposal request as well as the specific allocation of funding.

