Western Connecticut State University  
University Planning and Budget Committee  
2013-2014 Annual Report to the University Senate

I. Membership

Dan Barrett (at-large)  
Jamie Begian (SVPA)  
Keith Betts (VP for Student Affairs)  
Karen Burke (at-large)  
Mark Case (Administrative Faculty)  
Michael Chappell (at-large)  
Jane Gates (ex officio, Provost & VP for Academic Affairs)  
Dan Goble (ex officio, Academic Dean, SVPA)  
Veronica Kenausis (Interim Director, Library Services)  
Karen Koza (ex officio, University Senate President)  
Patty O’Neill (Arts and Sciences)  
Paul Reis (ex officio, VP for Finance and Administration)  
Gary Skiba (Ancell)  
Brian Stevens (Library/Counselors/Coaches)  
Linda Warren (Professional Studies)

II. Actions Taken

A. Approved Programs/Policies

1. Revised make-up examination policy  
2. Overhaul of Anthropology/Social Sciences Majors/Courses/Option  
3. Nurse Practitioner Program  
4. Proposal to align course transfer policy with other CSUs  
5. Revision of the Curriculum Approval Procedure – establishing a minimum cost threshold for UPBC consideration of new proposals ($10,000). The UPBC Chair is authorized to sign off on low- or no-budget course proposals without committee approval (after input from Fiscal Affairs).  
6. Revision to Curriculum Approval Procedure to 1) Remove new courses from consideration by UPBC unless new resources are required, and 2) Create a course substitution category for majors, minors, and options. Substitution of new courses for existing courses in degree programs, majors, or options will not be routed to UPBC unless new resources are required.  
7. Nursing Post Masters Certificate Program in Adult-Gerontology  
8. Elementary education major restructured to create a cohort model with pre-negotiated partnerships with nearby school districts to provide student teaching placements. The new approach is named “Partnership for Preparation of Elementary Educators (P2E2).”  
9. Revision to MA in History Curriculum
10. General Education Framework. The framework calls for 10 competencies to be embedded in different courses. While there may be start-up costs associated with this program, the proposed framework will ultimately be beneficial by reducing the time to degree and capping any degree program at 120 credits. The proposed competencies do not change the number of courses a student has to take.

11. New MBA with Concentration in Accounting
12. HPX Holistic and Integrative Health Option
13. MS in ED – Applied Behavioral Analysis
14. Curriculum Approval Procedures (includes changes from the Grad Council, UPBC, CUCAS)

B. New Courses – UPBC approved a number of course additions and revisions

III. Budget Hearing Process for FY 15

The University Planning and Budget Committee implemented a new Budget Proposal Process that had been proposed by Paul Reis and Jane Gates. The purposes of the new process were to

1. Assure transparency.
2. Respond effectively to university needs and guidelines.
3. Facilitate effective decision-making.
4. Promote communication and unity at all administrative levels.
5. Tie dollars directly to programs.
6. Encourage thriftiness and efficiency.
7. Be flexible and adaptive to changing needs.
8. Provide for clear, continuous fiscal accountability.
9. Facilitate implementation of new ideas.
10. Contribute to the educational process and faculty morale.

UPBC hosted a series of budget proposal presentations this spring from the Vice Presidents, Deans, and others. After all of the presentations were completed, UPBC met twice to discuss and rank items in the proposals that involved money above that allocated last year. Before ranking, we identified our five most important priorities for deciding how to allocate funds for the coming fiscal year: enrollment, retention, accreditation, information technology, and institutional advancement/fundraising. The recommendations were approved and forwarded to the President and Senior Administration in May.

IV. Other – Mike Chappell was elected Chair for 2014-2015

Respectfully submitted,
Dan Barrett, Chair