Western Connecticut State University  
University Planning and Budget Committee  
Minutes  
November 6, 2017 – SC226 @ 2:30 pm

**Members present:** Marcy May, Missy Alexander, Keith Betts, Emilio Collar, Sean Loughran, Veronica Kenausis, Heather Stone, John B. Clark, Patty O’Neill (Chair), and Tom Crucitti

**Guests:** Paul Echeverria and Mary-Ann Dease

Meeting called to order @ 2:30 pm – It was determined by the Chair that there wasn’t a quorum present (8 members with 5 being elected). The Chair stated that the meeting would proceed to discuss committee business but there would be no voting conducted.

1. **Appointment of Recording Secretary -Tom Crucitti**

2. Because of the lack of a quorum, there was no motion/discussion/vote to approve the minutes from the last committee meeting (10/2/17) – they will be approved at the next meeting.

3. **State of the University – President Clark**
   - Continues to meet with local legislators seeking support.
   - The new budget calls for an additional $1.44 million cut.
   - Looking for the hiring freeze to begin easing up.
   - Looking for increased enrollments with the expansion of the in-state tuition initiative from the 7 NY counties on our western border to the entire states of NY and NJ targeting NYC, eastern Bronx, LI, Queens and northern NJ.
   - Summary of 2017-18 student enrollment – 240 incoming freshmen from the initial enrollment initiative (7 NY counties) combined with a 214 student decline in CT leaves a slightly positive gain.
   - There are 140 empty beds on campus – even though there were 240 freshmen from NY admitted, most of which will likely will be commuters.

4. **Budget Update – Sean Loughran**
   - Reviewed the revenue and expense highlights
   - Increased revenues from 4.4% increase in tuition/fees, increased housing along with a corresponding increase in food revenue.
   - Decreased expenses from cutting costs and absorbing union contractual obligations for the next two years.
5. DIMA Course(s) Approval – Paul Echeverria
   - DIMA course proposal documents – (See Sharepoint)
   - Fundamentals of Imaging Software 1 & 2
   - Art Option
   - Discussion followed – issues included resources, recruitment, etc. Because there wasn’t a quorum, an email vote will follow. Veronica Kenausis made a motion to approve the DIMA courses and it was seconded by Heather Stone. Chair O’Neill will email the motion out to the committee members and request a vote by email. Votes should be sent back to the Chair.

6. Adjournment – meeting ended @ 3:15 pm