

Eastern Ad-Hoc Budget Committee
Minutes
October 6, 2015
Connecticut Room
9:30 a.m.

Attendance:

David Bachand, David Cummings, Kenneth DeLisa, Catherine Dubuc, James Howarth, Kristin Jacobi, Gregory Kane, Anita Lee, David Mariasi, Diane Moore, Stephen Nathan, Elsa Núñez, Dimitrios Pachis, George Whiting

Absent:

Justin Ahern, Patricia Banach, Karyl Bulmer, Maryanne Clifford, Luis Cordon, Drew Hyatt, Thomas Madera

Meeting commenced at 9:30 a.m.

1. Welcome – President Núñez / Jim Howarth

E. Núñez informed the committee that Steve Weinberger returned to the System Office to work on collective bargaining. Ken DeLisa will assume his duties at Eastern. The University plans to search for the Provost, CIO, and Human Resources VP positions.

Committee members introduced themselves.

2. Approval of Previous Meeting Minutes

G. Kane moved and G. Whiting seconded that the minutes of the April 21, 2015, meeting be approved. C. Dubac, K. Jacobi, A. Lee, S. Nathan, and D. Pachis abstained from voting. The motion passed.

3. Update - President Núñez

E. Núñez said D. Pachis will talk about enrollment, and J. Howarth will then review the budget. Retention is a problem; we have a shortfall.

E. Núñez said that we will search first for the Provost, second for the CIO, and third for the Human Resources VP. She hopes to fill positions by end of the fiscal year. D. Pachis will remain Provost until a new one is appointed.

E. Núñez said that President Mark Ojakian is not going to do anything with Transform 2020. However, E. Núñez has convened COFE II, a COFE subcommittee, to study Transform 2020, our strategic plan, and the Board's five goals. COFE II will make recommendations to her before the holiday which she can share with M. Ojakian.

M. Ojakian started two weeks ago, and he will be President for at least five years. He is naming a new chief of staff and a legislative liaison. Steve Weinberger replaced Laurie Dunn. M. Ojakian feels it is important to strengthen the system office. We are facing many issues now including the

budget, tuition rates, and the possible merger of state and community college budgets. We have invited M. Ojakian to come and talk to faculty and staff at Eastern.

4. Enrollment Update – Dimitrios Pachis

D. Pachis reviewed Attachment A, Comparative University Enrollment and Retention Statistics. Fall 2014 to 2015 enrollment decreased from 4,288 to 4,265. For the incoming class, we have more and better-prepared students. We have 32% in the top 25% of their high school class, and 11% in the top 10%. Retention rates for fall 2011 were 76% of 923, rates improved in fall 2012 and 2013, and fall 2014 rates dropped to 73% with a loss of 234 students. Retaining white, male students is our biggest problem. Our fall 2016 goal for first-to-second year retention rate is 80%.

D. Pachis reviewed Attachment B, Retention Rates of First-Time, Full-Time Degree-Seeking Freshman Students. This breaks classes into three groups: Pell Grant Recipients, Subsidized Federal Loan Recipients, and Neither Pell nor Loan Recipients. The subsidized group is the highest-retained group.

G. Whiting asked if we conducted exit interviews with students. E. Núñez said we do, and the students always say they are leaving due to financial reasons.

D. Mariasi said there are good Eastern videos and social media. K. DeLisa said the new part timer has made a huge difference, and he will share stats with number of clicks.

E. Núñez stated that Maguire has helped us increase retention. She asked the committee for suggestions. D. Mariasi said that if we could get students to join clubs/activities they will feel more connected. E. Núñez said that is an important point. If a student is in a club or organization they are 80% more likely to be retained. E. Núñez will ask Ken Bedini to present this data at the next meeting.

5. Eastern Connecticut State University FY 15 Preliminary Results and FY 16 Budget – Jim Howarth

J. Howarth reviewed Attachment C, FY 16 Spending Plan Submission versus Revision. He stated that FY 15 had a \$2 million surplus, and our reserves are in the \$14-15 million range. We have the lowest reserves of the four universities, but we are putting in where others are taking out.

For FY 16, the State Appropriation has been reduced by \$404,648 and Fringe Benefits by \$237,992. There has been a 1 percent recession by the Governor; he can go as high as 5. Enrollment is down one-half percent; the budget was built on improvement, and retention has really hurt us. There are reductions of \$386,859 in Tuition, \$317,767 in University General Fee, and \$75,400 in University Fee. Accident Insurance, Housing, Food Service, State Appropriations, and Fringe Benefits are all down. Housing and Food Service generate the most revenue for us. There is a \$2 million shortfall from the original budget. We are looking at options to save \$250,000 in Personnel Services. There is a negative impact on workers compensation due to the state's requirement that we now fund a portion of this. Institutional financial aid is less; we have given out over \$300,000 more than our budget with the thought that if we invested more money, we would recruit more students. Bad debt is \$203,322. All Other Expenses is \$488,155.

While your budgets were funded at a level slightly less than your requests, they equal your FY 15 spending or are slightly higher. Telecommunications reflects changes in System Office charges. Total equipment for items not purchased with bond funds is \$200,000. Debt Service and University Fees are about the same. We are looking to break-even this year. We will identify more savings and expect to receive more cuts. J. Howarth pointed out that that the students have not felt the cuts. He informed the committee that if they need additional funds, they should contact Karyl Bulmer or him and they will see what can be done. Budget cuts to the state library have resulted in cuts to data bases which support our library. J. Howarth said that we will need to fund this.

6. Human Resources Update – Ken DeLisa

K. DeLisa reviewed Attachment D, Personnel Changes Since 4-16-15. We have hired 9 tenure and 9 temporary faculty as well as 14 non-faculty. There have been 9 terminations, 1 non-renewal, 2 transfers, 1 death, 8 resignation, 16 retirements, 3 announced retirements, 7 active SUOAF searches, and 1 classified search.

D. Cummings asked the status of filling the one vacant custodian position and the two custodian positions transferring to grounds. J. Howarth said those will be refilled.

C. Dubac asked the status of filling the three soon-to-be-vacant clerical positions. She stated that leaving these positions vacant will be a detriment to our efforts to increase enrollment and retention as these clericals provide front-line support to the students. E. Núñez said these positions will be refilled when funds are available.

K. Jacobi pointed out that Mary Schweitzer is retiring and is not on the list. K. DeLisa said he would make a note of that.

7. New Business: General Discussion - All

E. Núñez said she will be sending invitations to the Fine Arts opening.

The meeting adjourned at 10:45 a.m.

Submitted by,

Rebecca Davis

Eastern Connecticut State University
 Comparative University Enrollment and Retention Statistics
 Fall 2015

Category	Fall 2014	Fall 2015	% change
FT undergrad	4288	4267	-0.50%
PT undergrad	851	830	-2.50%
FT graduate	44	44	0.00%
PT graduate	104	120	15.40%
Totals	5287	5261	-0.50%

Enrollment Highlights

Category	Fall 2014	Fall 2015
Top 25% of HS class	28%	32%
Top 10% of HS class	6%	11%

Retention Rates of First-Time, Full-Time Freshmen (FTFF)

Year of Entry Cohort	All FTFF		White	Black	Hispanic	Asian American	Native American	Hawaiian or Pacific Isl.	Two or More Races	Total Minority
	Returning	Non-Returning								
Fall 2015 GOAL	80% of 973	195	80% of 621	80% of 94	80% of 102	80%	80%	80%	80%	80%
Fall 2014	73% of 866	234	71%	79%	75%	71%	N ≤ 10	N ≤ 10	76%	76%
Fall 2013	77% of 963	221	75%	80%	81%	78%	N ≤ 10	N ≤ 10	75%	80%
Fall 2012	78% of 977	215	78%	89%	74%	78%	N ≤ 10	N ≤ 10	58%	77%
Fall 2011	76% of 923	222	75%	75%	79%	N ≤ 10	N ≤ 10	N ≤ 10	79%	77%

Retention Rates of First-Time, Full-Time Degree-Seeking Freshman Students

Year of Entry Cohort	All Full-Time First-Time		Pell Grant Recipients ¹		Subsidized Federal Loan Recipients ²		Neither Pell nor Loan Recipients	
	Number	Pct Retained	Number	Pct Retained	Number	Pct Retained	Number	Pct Retained
Fall 2014	866	73%	220	71%	286	76%	360	72%
Fall 2013	963	77%	258	78%	330	78%	375	75%
Fall 2012	977	78%	261	74%	356	81%	360	79%
Fall 2011	923	76%	244	75%	306	78%	373	75%

Account Name	Approved Budget FY 16	Estimate FY 16	Variance FY16 Budget vs Estimate Fav/(Unfav)	
			\$	%
Revenue:				
Tuition (Gross)	22,586,779	22,199,920	(386,859)	-1.7% Est annual from 3rd week
PT Part Time Tuition (Gross)	1,861,261	1,861,261	0	0.0%
PT General University Fee	2,128,216	2,128,216	0	0.0%
University General Fee (excluding Accident Ins.)	15,508,515	15,190,748	(317,767)	-2.0% Est annual enrollment 3rd week
University Fee	3,695,400	3,620,000	(75,400)	-2.0% Est annual enrollment 3rd week
PT Extension Fee (Gross)	2,841,083	2,841,083	0	0.0%
All Other Student Fees	1,763,284	1,763,284	0	0.0%
Accident Insurance	1,551,913	1,520,114	(31,799)	-2.0% Est annual enrollment 3rd week
Telecom Revenue	398,720	398,720	0	0.0%
State Appropriations	31,140,248	30,735,600	(404,648)	-1.3% 9-21-15 1st Rescission & Bud Adj
Fringe Benefits Paid By State	22,759,795	22,521,803	(237,992)	-1.0% 9-21-15 1st Rescission & Bud Adj
Housing	20,548,093	20,173,093	(375,000)	-1.8% Est annual enrollment 3rd week
Food Service	7,151,969	6,902,769	(249,200)	-3.5%
All Other Revenue	2,445,951	2,445,951	0	0.0%
Less: ContraRevenue	(1,440,251)	(1,361,317)	78,934	-5.5% Est annual enrollment 3rd week
Total Revenue	134,940,976	132,941,245	(1,999,731)	-1.5%
Expenditures:				
Personal Services:				
Total Full Time	46,085,654	45,835,977	249,677	0.5% Projectd savings on vacancies
Lecturers	5,507,035	5,464,035	43,000	0.8% Projectd savings on vacancies
Perm/Intermit PT	140,475	140,475	0	0.0%
University Assistants	1,119,736	1,119,736	0	0.0%
Graduate Assistants	80,000	80,000	0	0.0%
Other Part Time	16,000	16,000	0	0.0%
Total Part Time	6,863,246	6,820,246	43,000	0.6%
Overtime	890,000	890,000	0	0.0%
All Other Personal Services	4,595,200	4,595,200	0	0.0%
Subtotal Personal Services	58,434,100	58,141,423	292,677	0.5%
Fringe Benefits	35,678,147	34,840,064	838,083	2.3% Lower SERS rate/ vacancy savings
Worker's Comp. Recovery	303,852	377,919	(74,067)	-24.4% Higher rate for BOR .65%
Total P.S. & Fringe Benefits	94,416,099	93,359,406	1,056,693	1.1%
Other Expenses:				
Inst. Financial Aid/Match	7,268,340	7,583,031	(314,691)	-4.3% Additional Student Aid
Waivers	1,349,868	1,300,253	49,615	3.7% Est annual enrollment 3rd week
Bad Debt Expense (current year)	952,493	749,171	203,322	21.3% 1% of Tuition / Student Fees & Housing
All Other Expenses	21,528,214	21,040,059	488,155	2.3% Adj for savings /Food / Accident Ins
Telecom Expense	938,720	738,720	200,000	21.3% Changes by SO for savngs
Total Other Expenses	32,037,635	31,411,234	626,401	2.0%
Library Expenses:				
Books	165,083	161,846	3,237	2.0%
Periodicals	418,200	410,000	8,200	2.0%
Electronic Periodicals / Subscriptions	254,500	225,000	29,500	11.6%
All Other Library Equipment	15,300	15,000	300	2.0%
Total Non-P.S. Library Expense	853,083	811,846	41,237	4.8% Known short/ request adj
Total Equipment (excludes Library)	550,000	350,000	200,000	36.4%
Total Expenditures	127,856,817	125,932,486	1,924,331	1.5%
Addition to (Use of) Funds Before Designated Items	7,084,159	7,008,759	(75,400)	-1.1%
Designated Transfers Per BOT Policies				
Debt Service (University Fee)	(3,695,400)	(3,620,000)	75,400	-2.0%
Debt Service Residence Halls	(2,788,551)	(2,788,551)	0	0.0%
Debt Service Parking Garage	(455,168)	(455,168)	0	0.0%
Auxiliary Renewal and Replacement	(554,001)	(554,001)	0	0.0% Recalculated at 2%
Transfer to Required per BOT Guideline	0	0	0	n.a.
Other Transfer	0	0	0	n.a.
Total Designated Transfers	(7,493,120)	(7,417,720)	75,400	-1.0%
Other Designated Fund Requests				
Debt Service Prefunding	0	0	0	n.a.
Transfer - 3% Tuition	0	0	0	n.a.
Transfer - Additional Ops Support	0	0	0	n.a.
Transfer - Developmental Education	408,961	408,961	0	0.0%
Total Other Designated Fund Requests	408,961	408,961	0	0.0%
Addition to (Use of) Funds	0	0	0	n.a.

Eastern Connecticut State University
 Personnel Changes since 4-16-15
 As of 9-29-15

New Hires

Name	Title	Department	Eff Date	Union
Tenure Track Faculty				
Balcerski, Thomas	Assistant Professor	History	8/24/2015	AAUP
Bataille, Amy	Assistant Professor	KPE	8/24/2015	AAUP
Brosious, Courtney	Assistant Professor	Poli Sci	8/24/2015	AAUP
Caruso, Christine	Assistant Professor	KPE	8/24/2015	AAUP
Cochran, Timothy	Assistant Professor	Performing Arts	8/24/2015	AAUP
Epp, Kristen	Assistant Professor	Biology	8/24/2015	AAUP
Ferrer, Michelle	Assistant Professor	KPE	8/24/2015	AAUP
Flannery, Timothy	Assistant Professor	Economics	8/24/2015	AAUP
Pakdil, Fatma	Assistant Professor	Business Admin	8/24/2015	AAUP
Temporary Faculty				
Camp, James	Assistant Professor	Biology	8/24/2015	AAUP
Hartmann, Harold	Assistant Professor	Business Admin	8/24/2015	AAUP
Joglekar, Deepak	Assistant Professor	Economics	8/24/2015	AAUP
Katwal, Saurav	Assistant Professor	Economics	8/24/2015	AAUP
Matloob-Haghanikar, Mojga	Assistant Professor	Physical Sciences	8/24/2015	AAUP
Patterson, Yvonne	Assistant Professor	Sociology	8/24/2015	AAUP
Reed, Carey	Assistant Professor	Physical Sciences	8/24/2015	AAUP
Synnott, Kevin	Assistant Professor	Business Administration	8/21/2015	AAUP
Vazquez, Maria	Assistant Professor	World Lang & Culture	8/24/2015	AAUP
Funke, Tracy	Staff Counselor	Counseling & Psy Serv	8/21/2015	AAUP

Non-Faculty

Almonte, Juan	Custodian	Facilities Management	5/1/2015	Maintenance
Viens, Timothy	Police Officer	Public Safety	8/17/2015	Proctec Service
Kim, Albert	Police Officer	Public Safety	8/24/2015	Proctec Service
Beetham, Raena	Admissions Assistant	Admissions	5/18/2015	SUOAF
Johnson, Andrew	Computer Support Trainee	Information Technology	5/29/2015	SUOAF
Horner, Jennifer	Director of Financial Aid	Admissions	6/26/2015	SUOAF
Rose-Zak, Sandra	Coor of Substance Abuse & Prev	VP for Student Affairs	6/26/2015	SUOAF
Hill, Derwin	Admissions Assistant	Admissions	7/6/2015	SUOAF
Mouland, Jennifer	Teacher Associate	Child & Family Resources	7/10/2015	SUOAF
Oski, Heather	Teacher	Child & Family Resources	7/24/2015	SUOAF
Runksmeier, Lori	Dir of Athletics	Athletics	8/7/2015	SUOAF
Williams, Masio	Residence Hall Director	Housing	8/10/2015	SUOAF
Rivera, Gloria	Asst to Dir of Fin Aid	Financial Aid	8/21/2016	SUOAF
Flynn, Leisha	Teacher	Child & Family Resources	9/18/2015	SUOAF

Terminations

Name	Title	Department	Eff Date	Union
End of Temporary Appointment				
Boorman, Nicholas C.	Instructor	KPE	8/21/2015	AAUP
DeBrincat, Dominic F	Assistant Professor	History	8/21/2015	AAUP
East, Linwood R.	Instructor	Business Administration	6/12/2015	AAUP
Goldstein, Jason S.	Assistant Professor	Biology	8/21/2015	AAUP
Plesha, Nataliya	Assistant Professor	Economics	8/21/2015	AAUP
Williams, David H	Assistant Professor	Physical Sciences	8/21/2015	AAUP
Garceau, Julie Mae	Teacher Associate	Child & Family Resources	7/9/2015	SUOAF
Morrisson, Jake A.	Comp Supp Trainee	Information Technology	5/17/2015	SUOAF

Non-Renewal of Contract

Whitfield, Amanda J.	Assistant Professor	Performing Arts	8/21/2015 AAUP
Transfer out of Agency			
Frati III, Louis Robert	Office Assistant	Financial Aid	6/26/2015 Clerical
Rossitto, Paul J.	Asst Dir	Internship & Career Dev	8/7/2015 SUOAF
Death			
Williams, Barbara	Instructional Supp Spec	Information Technology	6/8/2015 SUOAF
Resignation			
Vats, Sonal	Assistant Professor	Economics	8/21/2015 AAUP
Arias, Mercy	Dir of Counseling & Psych Serv	Counseling - Psych Services	5/29/2015 SUOAF
Barrett, Ricardo A.	Residence Hall Director	Residential Life	8/1/2015 SUOAF
DeJesus, Cynthia	Lead Teacher	Child & Family Resources	7/24/2015 SUOAF
Doyle, Amy M.	Lead Teacher	Child & Family Resources	9/4/2015 SUOAF
Fitzpatrick, Shannon Elizabe	Admissions Assistant	Admissions	6/23/2015 SUOAF
Harris, Edwin B.	Interim Dir Fin Aid & Vet Aff	Admissions	6/26/2015 SUOAF
Thomas, Patricia L.	Asst Dir. of Career Services	Career Development	7/1/2015 SUOAF
Retirements			
Babcock, Bruce	Skilled Maintainer	Facilities Management	9/1/2015 Maintenance
Lyons, Charles E.	Custodian	Facilities Management	6/1/2015 Maintenance
Provost, Gerald R.	Skilled Maintainer	Facilities Management	9/1/2015 Maintenance
Osunniyi, Diane P.	Processing Technician	Bursar	8/1/2015 Clerical
Schimmelpennig, Carol Ann	Administrative Assistant	Admissions	6/1/2015 Clerical
Freidenfelds, Kathy M.	Library Technician	Library	5/1/2015 A&R
Adams, Michael W	Professor	Biology	6/1/2015 AAUP
Bernal, Agustin S.	Assistant Professor	World Lang & Cultures	6/1/2015 AAUP
Gruenberg, Ann Matsner	Professor	Education	7/1/2015 AAUP
Jahandarie, Khosrow	Associate Professor	Communication	6/1/2015 AAUP
Mann, Prem S.	Professor	Economics	8/1/2015 AAUP

Russell, James Wilmerding	CSU Professor	Sociology	8/1/2015 AAUP
Swanson, Timothy Alan	Associate Professor	Physical Sciences	6/1/2015 AAUP
Kenney, William Peter	Support Specialist - Unix	Information Technology	5/1/2015 SUOAF
Tarkmeel, Nancy L	Asst Dean Educ & Prof Stud	Professional Studies	7/1/2015 SUOAF
Free, Rhona C.	SUExecVPProvost	Academic Affairs	7/1/2015 Management
Retirement Announced			
Champney, Fran	Secretary 2	Education	1/1/2016 Clerical
Kervin, Marion	Secretary 2	Edu & Prof Studies	1/1/2016 Clerical
Dowling, Suzanne	Counselor	Counseling - Psych Services	1/1/2016 AAUP

Search Status

SUOAF

2 Teachers and 3 Teacher Associates, searches ongoing
 2 Admissions Counselors, searches ongoing
 Dir of Counseling, a search firm has been retained
 Dir of Financial Planning, suoaf internal posting
 Media Technology Specialist, suoaf internal posting
 Senior System Administrator/IT, offer accepted, starting 10/12

Classified Searches

QCW-HVACR, ongoing