

Eastern Ad-Hoc Budget Committee
Minutes
October 17, 2016
Connecticut Room
9 a.m.

Attendance:

Patricia Banach, Harrison Brooks, Karyl Bulmer, David Cummings, Kenneth DeLisa, Catherine Dubuc, James Howarth, Drew Hyatt, Anita Lee, Collin Litke, David Mariasi, Diane Moore, Stephen Nathan, Elsa Núñez, Dimitrios Pachis, George Whiting

Absent:

David Bachand, Maryanne Clifford, Luis Cordon, Jianhua Lin, Thomas Madera, Norma Vivar

Meeting commenced at 9 a.m.

1. Approval of Previous Meeting Minutes

D. Cummings moved and K. DeLisa seconded that the minutes of the April 13, 2016, meeting be approved. The motion passed.

2. Welcome – J. Howarth

J. Howarth welcomed the committee, and committee members introduced themselves.

3. Enrollment Update – D. Pachis

D. Pachis informed the committee that we exceeded our goal to meet enrollment of the previous year. D. Pachis reviewed Attachment A, Census Data on Fall 2016 Enrollments for Eastern, CSUs, and the Community Colleges. Combined enrollment at the four CSUs declined from the previous fall by less than 1 percent while the community colleges declined by 4.6 percent. Eastern's fall 2017 full-time headcount increased by 1.1 percent over fall 2016, total headcount increased by 1.9 percent, and total FTE increased by 1.3 percent.

One reason for Eastern's enrollment increase was the admittance of 47 Opportunity Scholars. These students, who are not eligible to attend their state institutions, are funded through a private foundation at \$20,000 each. The majority come from the top of their class and intend to graduate in four years. Eastern did not alter its admissions' criteria because of these students, and no Connecticut students have been shut out because of them. K. DeLisa explained that the scholarships from the private foundation are not transferrable, and we project the retention rate will be very high for these students. H. Brooks said several Opportunity Scholars have been elected to SGA and have provided valuable input.

4. Eastern Connecticut State University Financial Update – J. Howarth

J. Howarth informed the committee that the System Office suggested that a two percent enrollment decrease be used for budget preparation; however, Eastern decided not to do this as it would have reduced our budget. Eastern has balanced its budget for eight years, and there is now a \$15 million reserve.

J. Howarth stated that the day before the budget was presented to Board, we learned that a new state budget was \$1.5 million less than expected. The Board passed Eastern's budget as presented, and we made the following adjustments to balance the budget again:

- Planned offsets to the reduction in state funding include additional revenue from Opportunity Scholars. This was confirmed following the third week final enrollment numbers which exceeded the prior year and budgeted level.
- In our planned offsets, we also reduced the housing and food services equipment reserves to a level that is still within the required range of support.
- We reduced estimate for total fringe expenses reflecting the final FY 2016 fringe benefit information related to workers' compensation and the employer tax impact of employee deductions such as the 3% insurance payment made by all state employees beginning in FY 2016. With this additional knowledge from FY 2016, we are now projecting savings when compared to our original FY 2017 budget.

J. Howarth expects reductions after the November election. The Governor can make budget cuts up to 5%. The \$1.5 million cut already made does not count as part of the 5% cut, so there is potential for another \$2.5 million cut. Funding for colleges from the state has declined significantly; Eastern is at 38 percent, with the \$1.5 million cut bringing it to 37 percent.

J. Howarth reviewed Attachments B (Budget FY 2016 Fall Update – October 2016) and C (FY 2016-17 Budget). J. Howarth is confident that we will be able to balance our budget again this year. The question is how big of a cut will we face after November.

5. Human Resources Update – K. DeLisa

K. DeLisa distributed and reviewed Attachment D, Personnel Changes Since 4-13-16. ECSU hired 10 tenure-track, 13 temporary, and 26 non-faculty employees and terminated 26 temporary employees. Four employees transferred out of agency, 13 resigned, 14 retired, and 3 announced retirements. There are 8 SUOAF, 21 AAUP, and 7 Classified searches in process or completed. We have restarted the search for the CHRO.

6. General Update – President Núñez

E. Núñez updated the committee as follows:

- The Board has been looking at changing the policy at the community colleges which allows you to take as many classes as you would like for one rate. They are proposing that students pay extra for more than 12 credits.

- Western would like to offer in-state tuition to residents of 12 New York counties. Other Connecticut schools do not want to offer this.

A. Lee asked about the free tuition being proposed by the presidential candidates. E. Núñez said she is against this as tuition is already free for eligible students, and those who can afford to pay do not need free tuition. If community college is free, Eastern's enrollment will tank.

J. Howarth informed the committee that the debt service fee going to the System Office is used to fund renovations. Eastern would have to pay for new construction whereas the System Office pays for renovations. This is why the renovation of Shafer is funded by the System Office.

E. Núñez informed the committee that Eastern is trying to purchase Kramer School. We want to level the building and put in park/recreational space for students. M. Ojakian and K. Epstein are very supportive of this.

J. Howarth stated that the format for Ad Hoc Budget Committee meetings will now be to focus on budget, enrollment, and employment. E. Núñez said if committee members would like a presentation on anything, let her know, and it will be added to the agenda.

The meeting adjourned at 11:05 a.m.

Submitted by,

Rebecca Davis

Census Data on Fall 2016 enrollments for Eastern, CSUs, and the Community Colleges

FTE enrollment at the four CSUs and the twelve community colleges is down **0.8%**, and **4.6%** respectively.

ECSU Full Time Headcount Enrollment (undergraduate plus graduate) is up by **1.1%**.

ECSU Total Full Time plus Part Time Headcount Enrollment is up by **1.9%**.

ECSU Total FTE Enrollment is up by **1.3%**.

		State Universities				
		Central	Eastern	Southern	Western	Total
	Start Date ->	8/29/16	8/29/16	8/29/16	8/29/16	
	Census Date	9/19/16	9/19/16	9/19/16	9/19/16	
Fall 2016 Census						
Headcount	FT	8,118	4,359	7,723	4,195	24,395
	PT	3,666	1,003	2,597	1,526	8,792
	Total	11,784	5,362	10,320	5,721	33,187
Credit Hours	FT	115,161	64,752	109,363	60,653	349,927
	PT	21,442	5,668	13,841	9,286	50,236
	Total	136,602	70,419	123,203	69,939	400,163
FTE	FT	7,780	4,329	7,456	4,060	23,624
	PT	1,561	387	1,033	657	3,638
	Total	9,341	4,715	8,490	4,716	27,262
Fall 2015 Census						
Headcount	FT	8,267	4,311	7,687	4,328	24,593
	PT	3,819	950	2,786	1,498	9,053
	Total	12,086	5,261	10,473	5,826	33,646
Credit Hours	FT	117,013	64,150	108,584	62,167	351,913
	PT	22,304	5,414	15,158	8,948	51,822
	Total	139,317	69,563	123,741	71,115	403,735
FTE	FT	7,890	4,284	7,391	4,160	23,726
	PT	1,617	370	1,125	633	3,744
	Total	9,507	4,654	8,516	4,793	27,470
Difference						
Headcount	FT	-1.8%	1.1%	0.5%	-3.1%	-0.8%
	PT	-4.0%	5.6%	-6.8%	1.9%	-2.9%
	Total	-2.5%	1.9%	-1.5%	-1.8%	-1.4%
Credit Hours	FT	-1.6%	0.9%	0.7%	-2.4%	-0.6%
	PT	-3.9%	4.7%	-8.7%	3.8%	-3.1%
	Total	-1.9%	1.2%	-0.4%	-1.7%	-0.9%
FTE	FT	-1.4%	1.0%	0.9%	-2.4%	-0.4%
	PT	-3.5%	4.7%	-8.1%	3.8%	-2.8%
	Total	-1.8%	1.3%	-0.3%	-1.6%	-0.8%

Eastern Connecticut State University

Budget FY 2017 Fall Update - October 2016

The attached schedule shows we are budgeted once again for Eastern Connecticut State University to balance our budget for FY 2017. Our budget is based mainly on enrollment, state funding, housing occupancy, and food services revenue.

The budget was based on continuing enrollment at the FY 2016 levels with similar levels for housing occupancy and food service revenues.

It is important to note that immediately following the budget approval by the Board of Regents we experienced our first reduction in funding for FY 2017. In June of 2016 we were notified that our BOR approved budgeted funding would be reduced by \$853,773 for general fund, and related fringe of \$684,498. To meet this reduction in funding we have identified possible offsets to this early reduction and as of this date we have not been made aware of any additional reductions to our funding.

- Our planned offsets to the reduction in state funding include additional revenue from Opportunity Scholars – this was confirmed following the third week final enrollment numbers which exceeded the prior year and budgeted level.
- In our planned offsets we also reduced the housing and food services equipment reserves to a level that is still within the required range of support.
- We also reduced our estimate for total fringe expenses reflecting the final FY 2016 fringe benefit information related to workers compensation and the employer tax impact of employee deductions such as the 3% insurance payment made by all state employees beginning in FY 2016. With this additional knowledge from FY 2016 we are now projecting savings when compared to our original FY 2017 budget.

Based on our past experience we would not expect to see any additional funding reductions until after the November election. Of course, we need to be ready to react to any additional reductions in funding as it would be unusual to go the remainder of the year without additional reductions.

To summarize, at this point in time we believe we are near the budgeted levels. Considering the third week numbers for enrollment were higher than budgeted, we continue to be confident of our ability to complete FY 2017 with a balanced budget.

Please continue to be careful with your spending and other commitments for FY 2017 as we look to the period following the elections and the overall health of the state finances.

Eastern Connecticut State University
FY2016-17 Budget

Account Name	Total Funds		Operating E&G		Oper.-Aux. Svc	
	pos.	\$	pos.	\$	pos.	\$
Revenue:						
Tuition (Gross)		23,383,632		23,383,632		0
Part Time Tuition (Gross)		2,022,298		2,022,298		0
General University Fee		2,305,195		2,305,195		0
University General Fee (excluding Accident Ins.)		17,183,448		17,183,448		0
University Fee		3,747,828		3,747,828		0
Extension Fee (Gross; exclude Info. Tech. Fee)		3,035,356		3,035,356		0
All Other Student Fees		2,371,241		1,119,169		1,252,072
Accident Insurance		466,658		0		466,658
Telecom Revenue		394,800		0		394,800
State Appropriations		29,753,680		29,753,680		0
Fringe Benefits Paid By State		22,589,608		22,589,608		0
Housing		20,990,305		0		20,990,305
Food Service		7,218,735		0		7,218,735
All Other Revenue		2,270,723		2,206,369		64,354
Less: ContraRevenue		(1,596,175)		(1,596,175)		0
Total Revenue		136,137,331		105,750,408		30,386,924
Expenditures:						
Personnel Services:						
Total Full Time	598	45,565,695	565	43,940,083	33	1,625,612
Part Time:						
Lecturers	291	5,549,539	291	5,549,539	0	0
Perm/Intermit PT	7	172,456	7	172,456	0	0
University Assistants	66	1,219,010	66	1,219,010	0	0
Graduate Assistants	8	151,431	6	129,029	2	22,402
Other Part Time	3	119,327	3	119,327	0	0
Total Part Time	375	7,211,763	373	7,189,361	2	22,402
Overtime		1,003,163		952,766		50,397
All Other Personnel Services (inc. Sick, Vac, Accr. Abs.)		4,447,920		3,858,366		589,554
Subtotal Personnel Services		58,228,541		55,940,576		2,287,965
Fringe Benefits		36,282,307		34,822,978		1,459,329
Worker's Comp. Recovery		407,600		391,584		16,016
Total P.S. & Fringe Benefits		94,918,448		91,155,138		3,763,310
Other Expenses:						
Inst. Financial Aid/Match		8,656,231		8,656,231		0
Waivers		1,222,626		450,517		772,109
Bad Debt Expense (current expense)		831,195		527,969		303,226
All Other Expenses		20,904,642		10,615,000		10,289,642
Telecom Expense		422,635		409,935		12,700
Total Other Expenses		32,037,329		20,659,652		11,377,677
Library Expenses:						
Books		174,993		174,993		0
Periodicals		438,314		438,314		0
Electronic Periodicals		239,548		239,548		0
All Other Library Expense		21,616		21,616		0
Total Non-P.S. Library Expense		874,471		874,471		0
Total Equipment (excludes Library)		450,000		200,000		250,000
Indirect Cost		0		0		0
Total Expenditures		128,280,248		112,889,261		15,390,987
Addition to (Use of) Funds Before Designated Items		7,857,084		(7,138,853)		14,995,937
Designated Transfers Per BOT Policies						
Debt Service (University Fee)		(3,747,828)		(3,747,828)		0
Debt Service Residence Halls		(2,759,811)		0		(2,759,811)
Debt Service Parking Garage		(435,578)		(435,578)		0
Auxiliary Renewal and Replacement (To limit of BOT guideline)		(1,325,599)		0		(1,325,599)
Other Transfer - Be Specific		0		0		0
Other Transfer - Be Specific		0		0		0
Other Transfer - Be Specific		0		0		0
Other Transfer - Be Specific		0		0		0
Total Designated Transfers		(8,268,816)		(4,183,406)		(4,085,410)
Other Designated Fund Requests						
Debt Service Prefunding	0	0	0	0	0	0
Additional Funding Transfer In	0	0	0	0	0	0
Other Request - Be Specific	0	0	0	0	0	0
Transfer - Developmental Education	411,732	411,732	411,732	411,732	0	0
Other Request - Be Specific	0	0	0	0	0	0
Other Request - Be Specific	0	0	0	0	0	0
Total Other Designated Fund Requests		411,732		411,732		0
Addition to (Use of) Funds		(0)		(10,910,527)		10,910,527

Eastern Connecticut State University
Personnel Changes since 4-13-16
As of 10-14-16

New Hires

Name	Title	Department	Eff Date	Union
Tenure Track Faculty				
Cunningham, Brendan	Assistant Professor	Economics	8/22/2016	AAUP
Greene, Robert	Assistant Professor	Art & Art History	8/22/2016	AAUP
Kamola, Stefan	Assistant Professor	History	8/22/2016	AAUP
Li, Boya	Assistant Professor	Art & Art History	8/22/2016	AAUP
Moore, Scott	Assistant Professor	History	8/22/2016	AAUP
Muchiri, Steve	Assistant Professor	Economics	8/22/2016	AAUP
Najera, Luna	Assistant Professor	World Lang & Cultures	8/22/2016	AAUP
Sokolovskaya, Anya	Assistant Professor	Performing Arts	8/22/2016	AAUP
Veerappan, Vijaykumar	Assistant Professor	Biology	8/22/2016	AAUP
Pedraza, Andrea	Staff Counselor	Counseling & Psych Serv	8/22/2016	AAUP
Temporary Faculty				
Bassett, Heather	Assistant Professor	Education	8/22/2016	AAUP
Cox, David	Assistant Professor	Physical Science	8/22/2016	AAUP
Fraser, Andria	Assistant Professor	Economics	8/22/2016	AAUP
Gallagher, Matthew	Assistant Professor	English	8/22/2016	AAUP
Kilani, Marcello	Assistant Professor	Poli Sci/Phil/Geo	8/22/2016	AAUP
Kriscenski, John	Assistant Professor	Business Administration	8/22/2016	AAUP
Logan, Isabel	Assistant Professor	Sociology	8/22/2016	AAUP
Pinckney, Samantha	Assistant Professor	Art & Art History	8/22/2016	AAUP
Porebska, Barbara	Assistant Professor	Biology	8/22/2016	AAUP
Simon, Nicolas	Assistant Professor	Sociology	8/22/2016	AAUP
Trubey, Paul	Assistant Professor	Sociology	8/22/2016	AAUP
Johnson, Cantrell D	Assistant Librarian	Library	9/2/2016	AAUP
Walker, Angela	Assistant Librarian	Library	10/14/2016	AAUP
Non-Faculty				
Goyette, Paula J	Secretary 2	Dean Professional Studies	6/10/2016	Clerical
Baril, Richard	QCW - Plumbing	Facilities	7/15/2016	Maintenance
Frame, Owen	Custodian	Facilities	7/22/2016	Maintenance
Maddox, Jason	University Driver	Institutional Safety	8/26/2016	Maintenance
Rivera, Sonya	University Driver	Institutional Safety	8/26/2016	Maintenance
Lukas, Edward	University Driver	Institutional Safety	9/30/2016	Maintenance
Day, Stephen	Building Superintendent	Facilities Management	9/30/2016	Maintenance
Bozylinsky, Garrett	Chief Information Officer	Info Tech Services	5/6/2016	Mgmt
Weinberger, Maria	Spec Adv to Pres/ E&D Assoc	Equity & Diversity	9/30/2016	Mgmt
Ameche, Brian	Campus Architect	Facilities	4/15/2016	SUOAF
Cherepon, Joseph	Dir of Counseling & Psych Serv	Counseling & Psych Serv	4/29/2016	SUOAF
Gutierrez, Miguel	Computer Support Trainee	Info Tech Services	5/27/2016	SUOAF
LeClair, Jessica	Energy Technical Specialist	Institute for Sustain Energy	7/8/2016	SUOAF
Norwood, Alyssa	Energy Technical Specialist	Institute for Sustain Energy	7/8/2016	SUOAF
Sanchez, Maribel	Student Development Specialist	Academic Services Center	7/8/2016	SUOAF
Madera, Sara	Residence Hall Director	Housing & Residential Life	8/1/2016	SUOAF
Nolan, Scott	Residence Hall Director	Housing & Residential Life	8/1/2016	SUOAF
Theodore, Arlene	Residence Hall Director	Housing & Residential Life	8/1/2016	SUOAF
Adu-Gyamfi, Edward	Admissions Assistant	Admissions	8/19/2016	SUOAF
Kaiser, Ronald	Tech Specialist/Science Dept	Biology	8/29/2016	SUOAF
Anderson, Ashley	Teacher Associate	Child & Family Resources	9/2/2016	SUOAF
Rivera, Janette	Teacher Associate	Child & Family Resources	9/2/2016	SUOAF

Martinez, Maria	Prog Asst - School Readiness	Child & Family Resources	9/2/2016	SUOAF
Thibodeau, Kaitlin	Teacher Associate	Child & Family Resources	9/2/2016	SUOAF
Handlin, Emily	Coor Gallery & Museum Serv	Akus Gallery	9/30/2016	SUOAF
Parekh, Tejash	Residence Hall Director	Housing & Residential Life	10/14/2016	SUOAF

Terminations

Name	Title	Department	Eff Date	Union
End of Temporary Appointment				
Funke, Tracy	Staff Counselor	Counseling - Psych Services	7/1/2016	AAUP
Plesha, Nataliya	Assistant Professor	Economics	7/21/2016	AAUP
Bucci, Gregory	Assistant Professor	Business Admin	8/19/2016	AAUP
Camp, James	Assistant Professor	Biology	8/19/2016	AAUP
Joglekar, Deepak	Assistant Professor	Economics	8/19/2016	AAUP
Matloob-Haghanikar, Mojga	Assistant Professor	Physical Sciences	8/19/2016	AAUP
Vazquez, Maria	Assistant Professor	World Lang & Cultures	8/19/2016	AAUP
Decyk, William	University Driver	Institutional Safety	5/20/2016	Maintenance
Davis, Tyler	Comp Supp Trainee	Information Technology	5/23/2016	SUOAF
Leser, Sean	Videographer	Dean Professional Studies	7/1/2016	SUOAF
Petropoulos, Lisa	Project Associate	Dean Professional Studies	7/1/2016	SUOAF
Surprenant, Teresa	Project Manager - Early Learn	Dean Professional Studies	7/1/2016	SUOAF
DeCarli, Joanne	Asst to Dir of Fin Aid	Financial Aid	7/23/2016	SUOAF
Mehalick, Susan E.	Teacher Associate	Child & Family Resources	9/2/2016	SUOAF
Alamo Salva, Karla M.	Teacher Associate	Child & Family Resources	9/2/2016	SUOAF

Transfer out of Agency

Gilson, Paul	Assistant Professor	Business Administration	8/19/2016	AAUP
Patterson, Yvonne	Assistant Professor	Social Work Program	8/19/2016	AAUP
Vazquez, Amelinda	Residence Hall Director	Residential Life	4/29/2016	SUOAF
Kortfelt, Lisa	Tech Specialist/Science Dept.	Science Workshop	9/2/2016	SUOAF

Resignation

Name	Title	Department	Eff Date	Union
Flannery, Timothy	Assistant Professor	Economics	8/19/2016	AAUP
Meleo-Erwin, Zoe	Assistant Professor	Social Work Program	8/19/2016	AAUP
Rosenberg, Lauren	Associate Professor	English	8/19/2016	AAUP
Werness-Rude, Maline	Assistant Professor	Visual Arts	8/19/2016	AAUP
Sutherland, Tracy	Assistant Librarian	Library Services	8/25/2016	AAUP
Fontana, Richard	University Driver	Institutional Safety	9/16/2016	Maintenance
Spinner, Clifford	University Driver	Institutional Safety	9/2/2016	Maintenance
Lopez, Edili	Residence Hall Director	Residential Life	5/17/2016	SUOAF
Cedrone, Kristina	Energy Technical Specialist	Inst of Sustainable Energy	6/23/2016	SUOAF
Hill, Derwin	Admissions Assistant	Admissions	7/1/2016	SUOAF
Mouland, Jennifer	Teacher Associate	Child & Family Resources	8/2/2016	SUOAF
Alavi Tabrizi, Mir Hatef	Residence Hall Director	Residential Life	8/5/2016	SUOAF
Gleason, Anthony	Residence Hall Director	Residential Life	10/5/2016	SUOAF

Retirements

Jones-Bamman, Richard	Associate Professor	Performing Arts	6/1/2016	AAUP
Silkoff, Richard	Professor	Business Administration	6/1/2016	AAUP
Tannahill, Catherine	Professor	Education	6/1/2016	AAUP
Widdiss, Claudia	Professor	Art & Art History	6/1/2016	AAUP
Colurso, Gloria	Professor	Biology	7/1/2016	AAUP
Robinson, Gregory	Associate Librarian	Library	8/1/2016	AAUP
Reichardt, Carol	Librarian	Library Services	10/1/2016	AAUP
Russo, Donna	Secretary 2	Performing Arts	6/1/2016	Clerical
Eichner, Ann	Secretary 1	Acad Services Center	8/1/2016	Clerical

Bessette, Beverley	Mail Handler	Mail Services	5/1/2016 Maintenance
Bourgeois, Robert	QCW - Plumbing	Facilities	7/1/2016 Maintenance
Miranda, Gilbert	Police Officer	Public Safety	8/1/2016 Protective Serv
Snow, Kevin	Detective	Public Safety	10/1/2016 Protective Serv
Kennedy, Susan	Assoc Dir of Fiscal Affairs	Fiscal Affairs	10/1/2016 SUOAF

Retirement Announced

Arroyo, Imna	Professor	Art & Art History	6/1/2017 AAUP
Cretella, Irene	Administrative Assistant	Student Affairs	1/1/2007 Clerical
Ashford, Gregory	Student Development Specialist	Academic Advisement	1/1/2017 SUOAF
Banach, Patricia	Director of Library Services	Library Services	2/1/2017 SUOAF

Search Status

Management

SUOAF

Asst Dir of Center for Internship and Career Development, open search ongoing
 Program Asst, Continuing Studies and Enhanced Learning, open search ongoing
 Student Development Specialist, 2 positions, open search ongoing
 Asst to Dir of Financial Aid, 2 positions, open search ongoing
 Assistant Dean of Continuing Studies and Enhanced Learning, internal posting completed
 Admissions Asst, 2 positions, internal posting completed
 Fine Arts Events Coordinator, internal posting completed
 Assistant Dean in School of Edu & Professional Studies, internal posting distributed

AAUP

Search started for 21 tenure track faculty for Fall 2017

Classified Searches

Skilled Maintainer, durational, to cover Ivan Maldonado, EHR2 completed
 Skilled Maintainer, to refill Moises Flores' position, EHR2 completed
 Custodian, to fill Albert Gomez's position, EHR2 completed
 Stationary Engineer, to fill Michael Rogers' position, EHR2 completed
 Temporary Secretary 1, Performing Arts Department, position posted
 General Trades Worker, search ongoing
 2 Police Officers, searching ongoing