

Eastern Ad Hoc Budget Committee
Minutes
February 10, 2021
Via Web Ex
9 a.m.

Attendance:

Karyl Bulmer, Julia DeLapp, Kenneth DeLisa, Christopher Dorsey, Stephen Ferruci, James Howarth, Drew Hyatt, Lyndsey Lanagan-Lietzel, David Mariasi, Diane Moore, Steve Muchiri, Elsa Núñez, William Salka, Timothy Viens, Angela Walker, Janice Wilson

Absent:

Nicole Krassas, Robert Migliorino, Lori Runksmeier, Andrew White

Meeting commenced at 9 a.m.

1. Approval of Previous Meeting Minutes

The minutes of the December 18, 2020, meeting were approved.

2. Welcome and General Update – E. Núñez

E. Núñez stated that the System Office President search is underway. The search is being conducted by a firm, and an advisory committee is working with them.

E. Núñez informed the committee that there is a new process to fill positions. The finance person on campuses (J. Howarth at ECSU) must make the case to Ben Barnes that a position is needed. The only positions to be filled are health and safety. Beyond that, if a faculty line needs to be filled, we need to make the case as to why that position has to be in place.

E. Núñez said the three budget concerns as we plan for the future are: 1) the hiring freeze, 2) not knowing if there will be budget cuts, and 3) not knowing if there will be additional recovery funds for COVID and loss of enrollment.

J. DeLapp asked about the Governor's announcement for open admissions for the four CSUS. E. Núñez explained the Governor has proposed this in order to make it easier for students to attend college in Connecticut. The proposal would require: 1) Students complete their FAFSA in high school which would be good for Eastern. We would not have to track students down to complete these. 2) CSUs would have to release the application fees. This is a budget implication. 3) They want us to be more flexible in admissions. This would devastate us in the US News & World Report. Instead, we are proposing to increase the number of students coming in through opportunity programs. Everything the governor says is "who meet the standard", so we interpret it to be that we set the standard. E. Núñez said the problem is that we cannot accept people we cannot support.

3. Enrollment Update – W. Salka

W. Salka stated that the Provosts are meeting today. One of W. Salka's big concerns is that we cannot afford to accept students who will not be successful at Eastern. The other reason students struggle at Eastern is financial. There is nothing in the Governor's proposal talking about financial aid. COVID has impacted enrollment.

W. Salka reviewed Attachment A, Ad Hoc Budget Committee Enrollment Report February 10, 2021. W. Salka noted that CSUS undergraduate enrollment from February 2020 to February 2021 has declined at all four universities. Eastern's three-year fall recruiting numbers show that applications and admits are down while first-year deposits are up by 31%.

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

J. Howarth reviewed Attachment B, FY 2021 Mid-Year Budget Update Comments, and Attachment C, ECSU Fiscal Year 2021. He informed the committee that the mid-year budget now projects a \$3.7 million use of reserves FY 21, a significant improvement over the previous \$11.2 million use of reserves in our revised budget. Attachments B and C provide the details of the mid-year update and as well as the areas where savings have been achieved.

5. Human Resources Update – K. DeLisa

K. DeLisa reviewed Attachment D, Personnel Changes Since 12-18-20. He stated that there have been two new hires, two resignations, two end of contracts, and one retirement. There are searches for custodians, one Building Superintendent 2, one SUOAF position, and two protected services positions. Two AAUP searches and one SUOAF search have been completed.

The meeting adjourned at 9:55 a.m.

Submitted by,
Rebecca Davis

**Ad Hoc Budget Committee Enrollment Report
February 10, 2021**

CSU Undergraduate Enrollments: February 5, 2021 Compared to February 7, 2020

Undergraduate FTE, Spring 2021	Central	Eastern	Southern	Western
FT: FTE	5,587	3,266	5,459	3,239
PT: FTE	836	189	511	320
Total: FTE	6,423	3,455	5,970	3,559
Difference from Spring 2020				
FT: % Change	-10.4%	-12.4%	-9.6%	-9.7%
PT: % Change	2.0%	28.5%	-5.5%	-13.6%
Total: % Change	-9.0%	-10.8%	-9.3%	-10.1%

Undergraduate Enrollment, Fall 2020 to Spring 2021

	Registered Fall Not Registered Spring*	Full-Time in Fall Part-Time in Spring
First-Year	69	14
Sophomore	40	12
Junior	35	22
Senior	25	22
Total	169	70

*Of the students that did not return after the fall semester, 86 (51%) had holds on their accounts and 71 (42%) were on probation.

Fall Recruiting as of February 5: 2019 - 2021

	Fall 2019	Fall 2020	Fall 2021	Change Fall 19 to Fall 20	Change Fall 20 to Fall 21
First Year Apps	4690	4418	3789	-6.2%	-16.6%
First Year Admits	2718	2882	2639	5.7%	-9.2%
First Year Deposits	53	69	100	23.2%	31.0%
Transfer Apps	213	223	157	4.5%	-42.0%
Transfer Admits	86	99	89	13.1%	-11.2%
Transfer Deposits	8	6	5	-33.3%	-20.0%

FY 2021 Mid-Year Budget Update Comments

On Friday January 29, we submitted our mid-year budget update to the System Office for presentation at the February BOR Finance Committee. Our update is based on current enrollment, housing occupancy, and relief funds from state and federal relief funds now projects a \$3.7 million use of reserves FY 21.

This is a significant improvement over our previous \$ 11.2 million use of reserves in our revised budget for several factors:

Revenues are projected to decline \$2.3 million in tuition and fees \$1.7 million, housing \$0.4 million, and food services \$0.3 million.

Personnel services and fringe benefits are projected to be \$2.5 million lower reflecting fewer student workers \$1.0 million, savings in full time positions from the revised budget reflect the coverage of public safety positions by state Coronavirus Relief Funds (CRF) related reimbursements \$0.7 million, reduced overtime of \$0.5 million, and savings in university assistants and part time employees of \$0.3. million.

Expenses are projected to be \$3.8 million lower reflecting the lower level of operating expenses identified within individual areas; the balance of CARES Act funding received in FY 21 of \$0.5 million, savings in utilities \$0.4 million, and savings in financial aid following the reconciliation of awards committed for the year of \$0.5 million. Projected operating expenses include the reduction of \$0.8 million of FY 21 covid-19 related expense that are now funded by state Coronavirus Relief Funds.

The largest single factor in our improvement is the receipt of \$4.4 million from the state Coronavirus Relief Fund for the remaining portion of housing and food services refunds that were made in the spring semester last year.

We also received \$0.4 million from the state Coronavirus Relief Fund for expense incurred for the enhanced dorm wireless project completed last summer to improve service for residence students. This project was originally funded from housing renewal and replacement reserves and this payment will replenish those reserves.

NEW CARES II

Our mid-year update does not include the potential of an additional \$4.8 million in assistance provided by the new CARES II program to offset reduced revenue due to covid-19.

CARES II include and addition \$2.2 million in student aid that we will begin to distribute to qualified students early in the spring semester.

Eastern Connecticut State University

FISCAL YEAR 2020-21

FY 20-21 Rev Plan			FY 20-21 Proj		Inc(Dec)	
Pos.	Total Funds	Account Name	Pos.	Total Funds	Pos.	Total Funds
Revenue:						
	22,681,521	Tuition (Gross)		21,605,451		(1,076,070)
	1,806,872	Part Time Tuition (Gross)		1,599,824		(207,048)
	2,028,018	General University Fee		1,812,519		(215,499)
	17,885,666	University General Fee (excluding Accident Ins)		17,722,369		(163,317)
	3,510,374	University Fee		3,477,842		(32,532)
	2,589,314	Extension Fee (Gross)		2,639,763		50,449
	776,382	All Other Student Fees		726,851		(49,531)
	183,984	Accident Insurance		188,307		(15,677)
	30,331,861	State Appropriations		30,331,861		-
	385,143	Additional State Appropriations (Dev Edu, Outcomes)		385,143		-
	26,311,275	Fringe Benefits Paid By State		26,311,275		-
	17,327,507	Housing		16,898,465		(429,042)
	5,541,792	Food Service		5,248,240		(293,552)
	1,378,961	All Other Revenue		1,347,967		(30,994)
	(1,183,254)	Less: Contra Revenue		(1,013,169)		170,085
	<u>131,555,436</u>	Total Revenue		<u>129,262,707</u>		<u>(2,292,729)</u>
Expenditures:						
Personnel Services:						
576	46,377,038	Total Full Time	573	45,677,333	(3)	(699,705)
Part Time:						
275	5,441,712	Lecturers (PTLs)	273	5,441,712	(2)	-
10	351,648	Lecturers (NCLs)	8	351,648	(2)	-
12	263,271	Perm/Intermit PT	9	214,051	(3)	(49,220)
82	1,330,181	University Assistants	65	1,089,541	(17)	(240,640)
14	250,000	Graduate Assistants	14	260,000	-	10,000
-	2,394,901	Student Labor	-	1,393,963	-	(1,000,938)
29	355,869	Other Part Time	28	337,099	(1)	(18,770)
422	10,367,582	Total Part Time	397	9,088,014	(25)	(1,299,568)
	1,058,000	Overtime		552,831		(505,169)
	1,816,713	All Other Personnel Services (Sick, Vac, Accr Abs)		1,567,524		(249,189)
	59,439,333	Subtotal Personnel Services		56,885,702		(2,553,631)
	40,491,066	Fringe Benefits		40,534,044		42,978
	200,686	Worker's Comp. Recovery		177,379		(23,507)
	<u>100,131,285</u>	Total P.S. & Fringe Benefits		<u>97,597,125</u>		<u>(2,534,160)</u>
Other Expenses:						
	12,100,000	Inst. Fin Aid/Match		11,814,457		(285,543)
	1,458,121	Walvers		1,390,466		(67,656)
	4,325,899	Utilities		3,890,382		(435,517)
	18,463,759	All Other Expenses (Lib, Equip, Telecom)		15,669,856		(2,793,903)
	<u>36,347,779</u>	Total Other Expenses		<u>32,565,160</u>		<u>(3,782,619)</u>
Indirect Cost						
	-			-		-
	<u>136,479,064</u>	Total Expenditures		<u>130,162,285</u>		<u>(6,316,779)</u>
	<u>(4,923,628)</u>	Addition to (Use of) Funds Before Designated Items:		<u>(899,578)</u>		<u>4,024,050</u>
Designated Transfers per BOT Policies						
	(3,463,816)	Debt Service (University Fee)		(3,434,314)		29,302
	(2,724,727)	Debt Service Residence Halls		(2,724,727)		-
	(497,373)	Debt Service Parking Garage		(497,373)		-
	(1,057,289)	Transfer to SO - GF/OF swap		(1,057,289)		-
	1,473,223	CARES Funding Support		4,869,236		3,396,013
	<u>(6,269,782)</u>	Total Designated Transfers		<u>(2,844,467)</u>		<u>3,425,315</u>
Other Designated Fund Requests						
	-	Other Request		-		-
	-	Other Request		-		-
	-	Other Request		-		-
	-	Total Transfers		-		-
	<u>(11,193,410)</u>	Addition to (Use of) Funds		<u>(3,744,045)</u>		<u>7,449,365</u>

**Eastern Connecticut State University
Personnel Changes since 12-18-20
As of 2-10-21**

New Hires			
Name	Title	Department	Union
Bissonnette, Ashley	Assistant Professor	Health Science	AAUP
Lyon, Sue-Ann	Secretary 1	Public Safety	Clerical

Terminations			
Name	Title	Department	Union
Resignation			
Doucette, Mitchell	Assistant Professor	Health Services	AAUP
Torcellini, Paul	Professor	Environmental Earth Science	AAUP

End of Contract			
Bisee, William	Asst Dean II - Stud Affairs	Student Affairs	SUOAF
Leser, Sean	Videographer	Center for Early Childhood Ed	SUOAF

Retirement			
Dane, Peter	Assoc Dir Instit Advancement	Institutional Advancement	SUOAF

Searches
Hiring freeze in effect, some exemptions are made
Searches for custodians and Building Superintendent 2 (Maintenance) ongoing
Search for Associate Dir of Institutional Advancement (SUOAF) initiated
Searches for Police Officer and Detective (Protective Services) initiated
Searches for 2 tenure track Assistant Professor (AAUP) in Health Science completed.
Search for Associate Dir of Health Services (SUOAF) completed