

WESTERN CONNECTICUT STATE UNIVERSITY
UNIVERSITY PLANNING AND BUDGET COMMITTEE
ANNUAL REPORT
Academic Year 2003-2004

1. Members of Committee:
 - A. Elected: J. Donegan, D. Goble, P. Ivry, N. Jalbert, V. Kenausis, R. Khoo, B. Peretti, and P. Simon.
 - B. Ex-Officio: W. Bernstein, G. Buccini, E. Durnin, J. Gravius (SGA President), R. Holibaugh, V. Nair, and R. Sullivan.

2. Meetings: For the 2003-2004 academic year, the committee met on September 8, 2003; October 13, 2003; November 3, 2003; December 1, 2004; February 2, 2004; March 1, 2004; April 5, 2004; and May 3.

3. Summary from Meetings
 - A. September 8, 2003
 - i) University spending plan for 2003-2004 was discussed. The university suffered no further cuts, resulting in a 2% increase in the operating budget.
 - ii) The Academic Plan for 2003-2006 was discussed, and statistical and supplementary information was distributed by J. Wilcox. Departments will be required to complete a self-assessment to assist in preparing the plan.

 - B. October 13, 2003
 - i) The CSU system forecasts tuition increases of 11 to 13 percent for 2004-2005.
 - ii) The 3-Year Academic Plan was discussed and it was generally agreed that strategic and budget plans should be integrated with the academic plan.

 - C. November 3, 2003
 - i) Informal evaluation from the NEASC team: Dr. Buccini reported that WCSU had met all 11 standards. Informal feedback suggests that we need to re-examine library funding and to revisit the issue of tying budgeting to the planning process
 - ii) A 13% tuition increase is anticipated for next year.

 - D. December 1, 2004
 - i) The committee received the fees and tuition proposal for 2004-2005.

 - E. February 2, 2004
 - i) The committee received an update on Tuition and Fees Increases for FY 04/05.
 - ii) The committee discussed the current strategic plan as updated by the Senate.

- F. March 1, 2004
 - i) The committee made additional refinements to the strategic plan.
 - ii) The increases in tuition since 1999 were discussed. The increases from 1999 to 2003 ranged from 2.5% to 4.0%. The projected increases for Academic year 2004 and 2005 are 14.5% and 13.7%, respectively.

- G. April 5, 2004
 - i) R. Gerber distributed information on the capital campaign and fundraising strategies; to date, over \$4 million has been pledged and/or paid. The state, however, has temporarily deferred its matching funds program.

- H. May 3, 2004
 - i) Dr. Goble was elected chair for 2004-2005.
 - ii) The UPBC received the latest budget for FY 2004-2005. The budget is attached to this report.

4. Summary of Approved Motions

- A. The UPBC recommends the University make available one full-time faculty line as a floating line for the Scholars at Risk program, effective September 2004. (approved September 8, 2003)

- B. The UPBC approves the 2003-2006 University Strategic Plan pending suggested changes. (approved September 8, 2003)

- C. Motion to adopt the following timetable for completion of the Academic Plan was approved:
 - i) January (2004): Data books submitted to all chairs; departments begin assessment.
 - ii) May: Departments submit self-assessments.
 - iii) August: Overall plan submitted to UPBC.
 - iv) November: Overall plan submitted to the Senate and the President. (approved October 3, 2003)

- D. Motion to extend the current academic plan for another academic year was approved (i.e., 2004-2005). (approved November 3, 2003)

- E. Motion to change the committee bylaws was approved: The first meeting of each academic year shall be convened by the previous (incoming) chair. In the absence of the chair, the President of the University Senate will designate a committee member to convene the committee. (approved December 1, 2004)

- F. The revised proposal for the Center for Graphics was approved. (approved December 1, 2004)
- G. Motion to approve the Strategic Plan with changes was passed. (approved March 1, 2004)
- H. The UPBC approved the proposal to separate into the Department of Communication and the Department of Theatre Arts with the additional friendly amendments to the budget. (approved April 5, 2004)
- I. The UPBC recommends that the changes recommended by the Senate Sub Committee on the Strategic Plan be incorporated into the Plan, within the parameters established by the Board of Trustees and the University's obligations to already approved programs. (approved April 5, 2004)

Respectfully submitted,

Rondall Khoo,

Chair, UPBC