

**MEETING OF THE  
FINANCE & INFRASTRUCTURE  
COMMITTEE**

Board of Regents for Higher Education  
Thursday, September 3, 2015, at 10:00 a.m.  
61 Woodland Street, Hartford CT

**Minutes**

**REGENTS PRESENT**

Matt Fleury, Committee  
Chair Richard Balducci  
William McGurk (Telephonic)  
Catherine Smith

**REGENTS ABSENT**

Sarah Greco

**CSCU REPRESENTATIVES**

Ed Klonoski, President, COSC; Paul Broadie, President, HCC; Gena Glickman, President, MCC; Mark Rozewski, Executive Vice President, SCSU; Charlene Casamento, Chief Financial Officer, CCSU; Cliff Williams, Chief Financial Officer, COSC; James Howarth, Vice President for Finance & Administration, ECSU; Gennaro DeAngelis, Dean of Administration, ACC; Ralph Tyler, Dean of Administration, HCC; Paul Martland, Dean of Administration, QVCC; Sean Loughran, Interim Chief Financial Officer, WCSU; Katie Craig, Business Manager, QVCC

**CSCU STAFF**

Erika Steiner Chief Financial Officer; Keith Epstein, Vice President for Facilities & Infrastructure Planning; Michael Kozlowski, Director, Public Affairs & Marketing; Melentina Pusztay, Director, Budgets and Planning; Pamela Mikaelian, Associate Director for Budgets and Planning; Rosalie Butler, Administrative Assistant for Finance

*With a quorum present, Chairman Fleury called the meeting to order at 10:00 a.m.*

**1. APPROVAL OF MINUTES FROM THE JUNE 23, 2015 MEETING**

*The minutes of the June 23, 2015 meeting were unanimously approved, as written.*

## 2. INFORMATION ITEMS

### A. CSCU 2020 and Other Projects Update

VP Epstein provided an update on CSCU 2020 and other capital projects to date. He characterized projects as being largely on schedule and within budget. Epstein responded to Regent questions regarding the allocation/funding methodology.

### B. Proposed New Building at Housatonic Community College

CFO Steiner explained that included in the FY 11/12 and FY 13/14 biennium capital plans totaling \$44.7 million, which had previously been approved by the Finance Committee and the Board of Regents, was a project for construction of a 47,000 square foot addition and 32,000 square feet of renovations at Housatonic Community College (“HCC”). In advance of actually requesting the bond funding, prior to beginning such construction, the requirements were reviewed and a financial justification was prepared.

HCC has offered very few allied health or other specialty programs, which are generally more expensive to deliver than general education classes. This is expected to result in a surplus exceeding \$2 million in FY15. The College believes these savings are sustainable, although they will be offset by the operating cost of the new building.

President Broadie indicated that dwindling enrollment figures suggest HCC has not been offering the courses the community needs and desires. He further explained the College will emphasize STEAM (Science, Technology, Engineering, *Arts*, and Math) programs.

CFO Steiner added that the space has been deemed reasonable for the anticipated enrollment requirements. Buildings at HCC have generally not been updated for 17 years. The new building will accommodate the new programs and provide adequate space to facilitate the “one-stop shopping” experience for existing and prospective students.

### C. Proposed New Advanced Manufacturing Center at Quinebaug Valley Community College

CFO Steiner characterized the proposed new 10,000 sqft. Advanced Manufacturing Center at QVCC as critical to the CSCU System and aligned with State strategy. Pro forma results indicate the revenue generated will be sufficient to cover operational expenses. Dean Martland commented that this will be the 4<sup>th</sup> Center in the State. Groundbreaking is to take place next month. The program is a replication of the Advanced Machining Program at Asnuntuck Community College and will support the making of component parts used in aerotech, submarine and medical industries.

### D. FY15 Financial Update

CFO Steiner provided a preliminary, unaudited FY15 financial update, citing an anticipated 1% over revenue surplus. This was due, in part, to an additional \$5 million more than was budgeted in Developmental Education funding (CCC only), offset by a reduction in tuition and fee revenues. Personal services and fringe benefit costs are down, due to holding positions vacant and a better-than-expected fringe benefit rate. Other Expenses have been tightly managed. IT spending and utility costs are also down.

### **E. FY16 Enrollment Update**

CFO Steiner provided some preliminary fall enrollment statistics and cited this was the first year of a common calendar, whereby all institutions began classes on the same day. She reminded that the CCCs are still enrolling students as of this date, so the numbers may go up. In the aggregate, the Universities are 1% below budget target. The mix of undergraduate and graduate students is different than what was anticipated, and could possibly result in a reduction to revenue of \$1.3 million, compared to budget.

Reiterating that CCC students traditionally enroll later than do university students, CFO Steiner stated that final census data will not be available for another three weeks. As of September 2, 2015, CCC estimated enrollment is down 4.4%, or \$5.5 million lower than budget, for the year.

The Super Saturday Enrollment event was discussed, with recommendations it be repeated in the spring. Steiner spoke to the decline in the Governor's Scholarship Program, which is having a negative effect at colleges like Capitol and Asnuntuck. Director of Public Affairs and Marketing Michael Kozlowski spoke about retention-based programs, concluding the System Office could be helpful in creating branding and awareness around the institutions.

### **3. ACTION ITEMS**

#### **A. Resolution concerning the Naming of the Library and Learning Resource Center Building for Raymond F. "Sonny" Damato at Manchester Community College**

Chairman Fleury turned to President Glickman for further explanation. President Glickman cited Mr. Damato's devotion to the Manchester community and his extensive involvement with MCC. She advised that, although the exact amount of the bequest was uncertain, MCC is anticipating an amount from Mr. Damato's estate between 7 and 9 million dollars. The MCC Foundation will double its holdings as a result of Mr. Damato's generous gift. It will allow the college to support various programs, scholarships and library purchases.

*The Resolution was unanimously approved on a motion by Regent Fleury, seconded by Regent McGurk.*

#### **B. Resolution concerning Establishment of Tuition and Fees for the Master of Science in Organizational Effectiveness & Leadership at Charter Oak State College**

CFO Steiner explained that the Board of Regents had approved the Master of Science in Organizational Effectiveness and Leadership at COSC in May of 2015. The program wasn't ready for approval at the time Tuition and Fees were considered, therefore, the request is being brought off-cycle.

COSC expects to receive program approval from the accrediting body shortly and would begin recruitment immediately after receiving accreditation.

Discussion followed on market studies and expected enrollment. Tuition and Fees for this program would be in effect for the Academic Year 2016-17 and may be adjusted as the Board considers cost of attendance for all CSU institutions in 2017.

Tuition and fees for this program are proposed, as follows:

	<b>In-State</b>	<b>Out-of-State</b>
<b>Tuition</b>	\$450/credit	\$470/credit
<b>Student Services Fee</b>	\$320/per semester	\$340/per semester
<b>Technology Fee</b>	\$52/per semester	\$52/per semester
A non-refundable deposit fee of \$150 for all students, after acceptance into the program.		

*The Resolution was unanimously approved on a motion by Regent Balducci, seconded by Regent McGurk.*

*With no other business to discuss, the meeting was adjourned at 11:15 a.m.*