

CSPP Meeting Minutes
April 17, 2020

In attendance: Lisa Angeloni, Matt Bender, Joanne Bateup, Suchir Govindarajan, Connie Hall, Dave Hunt, Bill Keep, Patty Kou, Kiara Mayhand, Rob McGreevey, Amanda Norvell, Joe O'Brien, Dave Prenskey, Lloyd Ricketts, Nino Scarpati, Sean Stallings

1. Discussion: Budgeting Principles, Lloyd Ricketts. Plan presented is based on coming back on campus in Fall 2020. Additional models are under development for remote, or partially remote for Fall semester.
 - a. Budgeting Principles: Currently, there are 3 approved overarching budgeting principles in place since 2008. In President Fosters first year a variation of these principles have been used. The variation still fits withing the overarching principles.
 - b. The current situation calls for a review of the principles as some may not hold in the unprecedented time.
 - i. Expense management and budget reduction is necessary. A set of principles to guide these decisions is needed.
 - ii. There also needs to be more concrete examples and priorities rather than broader principles.
 - c. Lloyd reviewed a presentation on the budget (made available to CSPP ahead of time).
 - i. There are 3 scenarios for FY21 planning: optimistic, medium outlook and pessimistic outlook.
 - ii. There are several assumptions in place in terms of expected revenue, expenditures.
 - iii. Have to consider changes in enrollment, housing occupancy, State appropriations among others.
 - iv. The College must keep 6 mos of operating budget in reserve
 - v. Need to protect the reserve for debt
 - vi. Final projected debt for the plan is 10 million.
 - d. The Provost is meeting the Deans to move summer session III online and work on scenarios for the Fall semester.
 - e. If we are not on campus in the all, the loss is 20 million just for housing. There is also the food service commission so together it is >20 MIL. This is in addition to 10 mil loss just presented.
 - f. Some savings could come from cancelling all types of travel
 - g. Work to increase class sizes to the max indicated in MOA62 (for an on campus delivery, classroom space could be an issue. Perhaps a hybrid offering) to reduce number of sections and hence adjunct expenses. In FY 2018, the adjunct expenditures were 8.5 million. This also leads to more students taught by core faculty.

2. Discussion: What do we hold dear? CSPP needs to discuss the priorities and present them to the campus.

Action: CSPP agreed to consider FY21 and look at it as a stand-alone period of 12-18 months. The principles will apply to that time period. We still need to keep the future in mind.

- a. In order to develop the principles, we must consider what the top priorities are: What we hold dear.
 - b. Our fundamental purpose is to ensure that students maintain progress toward the degree with appropriate academic credit.
 - c. In the fully online scenario there will likely be student pushback about paying full tuition if they are not on campus with the full set of opportunities.
 - d. Marketing TCNJ is also a consideration in this scenario. What makes TCNJ special under these circumstances?
 - e. TCNJ's great student success is key to sticking with TCNJ. It is only 1 semester over 4 years.
 - f. Retention rate is high and this is also based on the in person model. The new freshmen don't know that quite yet. Makes it harder to make the case. Once we are back to normal, we will deliver;
 - g. Lowering tuition at least conveys the message that TCNJ is understanding of families changed financial circumstances.
 - h. When is the decision regarding return to campus in the fall? The goal is June 1st. Until we decide that we are not coming back in person at the usual time, we can't really plan for the other models.
3. "Emergency Budget Planning Principles" note: The academic side of the College needs to deliver 8 mil in cost savings. How do we do that?
 - a. No replacements for equipment, computers, etc. If it works, don't replace it"
 - b. Maintain affordability for current students – flat tuition means less increase in scholarships;
 - c. Maintain student progress toward their degree—not delay graduation.
 - d. Can faculty shift research (3 FWH) to teaching? The Provost previously notified faculty that SOSA and Sabbaticals would not be affected.
 - e. Develop criteria for stopping programs (more extracurricular than curricular.

Question: Is the agreement with PRC impacted (housing etc)? No. Revenue is a fixed 420,000 for ground lease payment and then the College leases the gym back at 370,000.

**Action: Amanda will add the budget principles from this FY to the Google doc as a starting point for the new list of principles.
Goal is to finalize them at the next meeting on April 22, 2020.**

4. Update: Admissions: Lisa Angeloni presented a proposal for SAT/ACT optional admissions beginning with the admissions cycle 2020-2021 and continuing for 3 years.
 - a. Many test dates for Spring 2020 were cancelled due to the pandemic.
 - b. The admissions process is holistic and includes GPA, class rank, strength of the curriculum, courses taken. Student involvement beyond academics is also considered.
 - c. Test optional will not apply to the 7 year medical program or the optometry program
 - d. Test optional is a current topic of discussion regardless of the current circumstances.