1. Approval of Minutes for September 7, 2016. Proposed minutes are attached.
2. Discussion of Budget Recommendation for FY2017. The purpose of the meeting is to develop a proposal to BPC for the Financial Plan for FY2017. The Budget Office will present updated information that will advance our conversation from last time.
SPS/FPS Meeting Minutes  
September 15, 2016


1. Approval of Minutes for September 7, 2016. Minutes were approved as proposed.

2. Discussion of Budget Recommendation for FY2017. In response to comments at the last meeting, Steve announced that we lowered our expectation for spring enrollment to 93.2% of the fall, in line with the five-year average. There was some discussion about the possibility of greater enrollment in online programs in the spring. Any unexpected gains would be very welcome, given the aggressive assumptions made about the financial plan. M. Flower described the new budget proposal (see attached). There are no incentives for online participation built into the budget, because there was simply no time to do it. The new annual revenue target is based on 10,794 FTE’s with an anticipated $1.8 million drop in revenue. If spring 17 is the same as spring 16 (1362 sections) we’ll save $600 thousand. Mark explained that they looked at the Research Foundation distribution model, and the Office for the Advancement of Research will allow a $600 thousand refund of appropriation to help close the budget gap. The hiring freeze amount has been reduced to $970 thousand. In response to a comment by J. Cauthen, Mark explained that the money from the RF was mostly from one grant that closed out with a significant balance. It was a contract grant for training and the balance has restrictions on it, so it can’t be used in the ways a research grant might be.

T. Kucharski introduced a motion to approve the plan from the Budget Office as a recommendation to the Budget and Planning Committee for the FY2017 Financial Plan. The vote was unanimous, 10 in favor, the motion carried.

3. Spontaneous Discussion of Space. Tom asked about the space study conducted some time ago. Steve responded that it does not provide what is needed. Raj Singh and Marc Harary are doing a new study, first to inventory all the spaces we have. There was some discussion of factors that will shape space needs in the future. The Westport project is going out to bid at the end of the month and it will be quite a while before a contract is secured and the work started. Regarding North Hall, no one, including CUNY, seems to know anything.