



**Budget and Planning Committee**

**Meeting Agenda**

**August 25, 2022**

**10:00-11:00 am – Zoom**

**(details are in the calendar invite)**

1. Approval of minutes for July 29, 2021 meeting (attached)
2. Review and adoption of the proposed FY23 Budget (attached)

**Budget and Planning Committee Meeting**  
**Minutes**  
**August 25, 2022**

**Attendees:** Karol Mason, Cat Alves, Sam Ascencio, Ned Benton, Teresa Booker, Claudia Calirman, Anthony Carpi, Shu-Yuan (Demi) Cheng, Ajisa Dervisevic, Warren Eller, Mark Flower, Katie Gentile, Maki Haberfeld, Karen Kaplowitz, Brian Kerr, Erica King-Toler, Jeffrey Kroessler, Marie-Helen Maras, Jean Mills, Elsa-Sofia Morote, Raymond Patton, Allison Pease, Doug Salane, Andrew Sidman, Ed Snajdr, Robert Till, Daryl Wout, and Alison Orlando (recorder).

**Guests:** Shakia Brown, Kinya Chandler, Rulisa Galloway-Perry, John Paul Narkunas, Alena Ryjov, Roger Szajngarten, and Maria Volpe.

1. Approval of Minutes for July 29, 2021. The minutes were approved as proposed.
2. Review and adoption of the proposed FY23 Budget. Mark F. reviewed the FY 2023 Financial Plan that is due to CUNY tomorrow. He started by going over FY 2023 and explained that our base allocation from CUNY has significantly increased this year to \$119,877,196 due to the elimination of the TAP Gap. However, the college has missed its revenue target by \$6,518,438 mainly due to a significant drop in our enrollment along with a drop in our collection rates. He explained that the college will be applying the HEERF funds that were underspend in 2022 to the FY 2023 budget to make up for the missed revenue target. He quickly went over the revised HEERF plan that the college will be submitting that shows the changes that are being made. He explained that with the application of the HEERF funds to the FY 2023 budget, the college will end the year with a positive balance of \$7,947,487. Mark F. moved on to speak about the new faculty lines the budget will be supporting in FY 2024. This includes 29 lines funded by CUNY, and an additional 14 lines that the college will fund for a total of 43 faculty lines. He added that it is projected that the college will end FY 2024 with a positive balance of \$3,986,419. The last year Mark F. discussed was FY 2025. He said that the college is projecting that we will need to raise our enrollment to 12,500 to have a balanced budget for FY 2025. He noted that enrollment management is creating a plan to reach this goal. Karol M. explained that the college has previously reached an enrollment of 12,500. She added that she is confident that the college can manage this number of students and successfully help these students obtain a degree. She said that the college will still be aggressively raising money through philanthropy to support our students and working to help faculty obtain research money to support and sustain the institution. Karol M. also noted that getting our FTE to 12,500 includes a combination of factors such as increasing new transfer students, freshmen and readmits along with raising retention rates and having students take a full-time credit load. The floor was then opened for questions. Jeffrey K. mentioned that community college enrollment is down and inquired about the impact of this on our ability to achieve these enrollment numbers. Karol M. explained that part of the equation is working with the K-12 system to help improve numbers at the community colleges; she said that CUNY is focused on this. Another factor the college is looking into is increasing non-CUNY transfers. Demi C. inquired about the adjunct budget and asked if it will increase as enrollment increases. Karol M. said that our adjunct budget should go down with the increase in full-time faculty. There was a motion to approve the FY 2023 Financial Plan and to submit it to CUNY. The motion was seconded and approved unanimously. The meeting was called to a close.