

Campus Council on Planning and Budget Meeting

May 27, 2020, 12:30pm, via Zoom

Present: David Socha (chair), Keith Nitta, Mike Stiber, Shauna Carlisle, P.K. Sen, Wolf Yeigh, Sharon Jones, Gowri Shankar, Nora Kenworthy

Guests: Jasmine Chatten, Amy Cuoto, Jon Howeler, Jennifer Keene, Gina Christian, Charity Lovitt, P.V. Balakrishnan, P.B. (unknown zoom guest), Tharstifi (unknown zoom guest)

Approval of Minutes

Due to Covid-19 restrictions on decision-making in public meetings, minutes were not voted on

Socha opened the meeting by recognizing that CCPB meetings are subject to the Open Public Meetings act and therefore, in accordance with the Governor's emergency proclamation in response to Covid-19, voting and decision-making on non-Covid-19 related issues would not occur during the meeting. Socha also noted that he does not anticipate the CCPB meeting over the summer unless urgent matters arise. He then opened the Q&A with UWB leadership, encouraging questions regarding UWB's current and projected fiscal state, projections, plans, and processes for the coming academic year.

Q&A with Chancellor Yeigh, VCAA Jones, and VCPA Shankar

Q. What are the possible scenarios we are planning for?

A. Chancellor Yeigh stressed that scenarios are changing rapidly and drastically and that information shared today is a rough framework, subject to change. There are 3 groups (sanctioned by UW president) working on scenarios:

1. **Back to Work** (UWB rep is VCPA, Gowri Shankar) focusing on getting employees re-engaged in the work of the university
2. **Back to School** (UWB rep is VCAA, Sharon A. Jones) focusing on teaching and learning
3. **Advisory Council on Communicable Diseases** (UWB rep is Tim Wilson, Dean of Student Affairs) interfacing with public health decisions, advice and guidance that feeds into Back to Work, Back to School, and cases of Covid-19 at UW

These groups in addition to others sanctioned by various stakeholder groups (i.e. Housing & Dining, Facilities Management & Deployment) are in conversations about returning and resuming the work of UW, focusing on the four scenarios/phases identified by Governor Jay Inslee (# of cases in reduction, no more than 8 new cases, up to 48 people on campus, increased number (yet to be determined) of people on campus). UW may also be considering 2 additional phases, not yet known.

Q. How are the anticipated state budget cuts (approx. 15% cut to UW-wide, approx. 5% cut to UWB) factoring in to contingency planning?

A. Chancellor Yeigh recognized that while operational matters and budget matters are linked and each impacts the other, it is helpful to separate the two for contingency planning and projection purposes:

1.) Back to Work/Back to School

- **Back to School** group working to determine reasonable safe compliance protocol to execute at UWB in accordance with phases identified by Governor Inslee, considering the physical capacity of UWB campus. Data collection underway to identify courses that could potentially be offered in-person in future phases. No decisions have been made.
- **Back to Work** group determining how students, faculty, staff can return to and work on campus safely within the confines/restrictions/rules given by the state and UW

2.) Enrollment & Budget

- **Before Covid-19 crisis**, UWB had expected revenue of \$82.5 million (not including auxiliaries) with expenses slightly higher but virtually balanced. Assumption was that UWB would maintain same levels of recruitment and current students as previous year. Over the past 3 years, some programs had consistent decline in enrollment while others (mostly STEM) had increased enrollment. CSS has been at capacity for years so why not open more seats and create more revenue? Two reasons; increase in enrollment would not come with additional state support (which is already insufficient) and there is not enough physical space. This is why there was a pause placed on enrollment after 2017.
- **Since the Covid-19 crisis**, there have been budget impacts in several areas:
 - **Self-sustaining auxiliary units** (e.g., housing, dining, parking) have taken a huge budgetary hit due to lack of incoming revenue. Although self-sustaining, these units are still a part of the university and the liability resides with UW, which is why UW is conservative with authorizations and approvals.
 - **UWB enrollment** was as expected for Spring 2020, UWB did not experience a large revenue loss in FY 2020 due to Covid-19 as some schools did. Currently, there are 930 new first-year students enrolled for Fall (up 100 from this time last year) and transfers are down slightly. Moving forward, revenue could be lost through decreased enrollment as students respond to Covid-19 crisis (gap year, opt for a different school, etc.). Decrease in out-of-state students would be a big hit as they pay 3 times in-state tuition.
 - **Anticipated state budget shortage** of 7 billion dollars over the next 3 years. State currently allocates \$350 million to UW. Anticipated shortage would result in 15% (approx. \$25 million) cut to UW (Seattle, Bothell, Tacoma). UWB's portion of state support cut would be \$3.5 million. Internal and external steps being taken in response to anticipated budget cuts:
 - **Externally**; UW President writing to Governor Inslee describing devastating impacts cuts would have on UW, informed by 5% cut stress test analyses gathered from UW campuses/schools/departments last year.
 - **Internally, UW** is being conservative about potential budget cut impact. One example is some faculty hire requests not being approved.
 - **Internally, UWB** working on stress tests looking at 5%, 10%, 15% cuts to general operating funds. If, when, and for how long these cuts will be is unknown. First layer of contingency planning is to consider deploying UWB's \$8 million reserve fund to bridge gap short-term.

Q. What is your plan for informing faculty of new information and decisions being made?

A. Chancellor Yeigh stated that information and guidance is developing and changing so rapidly in response to new information that it is challenging to know what to share and when. He committed to transparency and collaboration while noting that there is some information he is not authorized to disclose. Information will be shared by memo/email and via GFO leadership. As fellow faculty, the Chancellor, VCAA, and VCPA are committed to working together to face this challenge and will work to ensure faculty are not caught off guard

Q. Is there a timeline as to when we can expect decisions to be made?

A. Chancellor Yeigh explained that the timelines are consistently moving and changing but announcement are expected soon that will hopefully provide an idea of when decisions will be made:

- **In regard to Back to School**, VCAA Jones stated that the Provost is expected to articulate (by May 29) that a university-wide decision will be reached by the end of June and will share the processes UW is taking to look at the instructional portion. VCAA Jones stressed that while UWB enrollments looked promising on May 1, students don't know what the instructional mode will be yet so the enrollment picture will change, probably more than ever before as this is an unprecedented circumstance.
- **In regard to Back to Work**, VCAA Jones pointed out that "back to work" means different things (i.e. research, teaching, staff) and that different scenarios will require different plans. VCPA Shankar added that the emphasis is on keeping employees safe, meaning tele-work will continue to be strongly encouraged until we are out of stage 4 and safety precautions, training, communication, tracking plans need to be in place for those who have to come to campus. VCPA Shankar added that the legislature will meet at the end of July, the board of regents will meet in September, and UWB will know their budget by October.

Q. Is it possible to communicate to faculty what is "likely" going to happen Autumn quarter to help them plan their courses?

A. Chancellor Yeigh stressed that a decision has not been made at the university level but that, based on the likelihood that WA state will not be out of social distancing mode by Fall, it is reasonable to guess that most course offerings will have to be remote for Fall quarter. Faculty should plan for the worst (remote delivery) but hope for the best. VCAA Jones re-emphasized that no decision has been made and that UWB is still in data-gathering mode and working with Deans, schedulers, and faculty to identify courses that (assuming we are in phase 3 in Fall or Winter) must be offered face-to-face, must be offered remote, or can be both in order to prioritize. However, faculty will never be forced to teach face-to-face.

Q. Is there a best-case scenario in which we are back on campus in the Fall? Notre Dame and other schools have decided to open

A. VCAA Jones stated that the Provost emphasized that we check the qualifier language when schools say they will be opening (i.e. we "expect" to open). Important to read between the lines. There is currently no scenario in which UWB would be "back to normal" this fall.

Chancellor Yeigh concluded by emphasizing his dedication to ensuring faculty are informed and requested that faculty not let rumors and speculation fill the void but, instead, bring questions concerns, and rumors to GFO leadership, VCAA Jones, VCPA Shankar or to him. If faculty have the most recent and accurate information, they can bring it back to their circles and be good ambassadors. He thanked the CCPB for helping to find direction for campus.

Socha thanked everyone for attending and thanked the Chancellor, VCAA, and VCAP for their time.

Minutes submitted by Dawn Moncalieri

Meeting ended at 1:35pm

The next CCPB meeting will be TBD