

University Planning and Budget Committee Academic Year 2008-2009

Membership:

President Szymanski (ex-officio, non-voting), Rinita Dalan (IFO), Jeff Goebel (Facilities & Administration Director), Brittney Goodman (Dean), Doug Hamilton, Jean Hollaar (ex-officio, non-voting, Chairperson), Joan Justesen, Dan Kirk, Bryan Kotta (MAPE), Nancy Kruse (AFSCME), Barb Matthees (IFO), Bette Midgarden, Doug Peters (Athletics representative), Dave Renecker (AFSCME), Jean Sando (enrollment management), Kim Samson (Student Affairs Director), Cliff Schuette (MSUAASF), Larry Schwartz (IFO), Scott Seltveit (IFO), Wil Shynkaruk (IFO), Warren Wiese, vacant (neighborhood representative)

Athletics Representative

Karla Nelson (December 2008 - January 2009 meetings)

Student Representatives

Academic Year 2008-09:

Laura Zeiher, Student Senate President

Fall Semester 2008:

Christopher Mickelson, Student Senate Treasurer

Jennifer Weil, Student Senator

Spring Semester 2009:

Maria Camargo, Student Senate Treasurer

Dan Bartholomay, Student Senator

University Planning and Budget Committee Academic Year 2008-2009

Meeting Notes:

Thursday, May 7, 2009

Present: Bartholomay Dalan Goebel Goodman Hamilton Hollaar Justesen Kirk Kotta Kruse Matthees Peters Renecker Samson Sando Schuette Schwartz Seltveit Shynkaruk Szymanski Wiese

Absent: Camargo Midgarden Zeiher

Agenda:

Thank you to Cliff Schuette for his years of service to the committee & congratulations on his upcoming retirement

MSUM programs and services review briefing:

Facilities & Administration – VP Kirk

Revenue Fund & Auxiliary Services – VP Wiese

Thursday, April 30, 2009

Present: Bartholomay Dalan Goebel Goodman Hamilton Hollaar Kirk Kotta Kruse Matthees Midgarden Peters Samson Sando Schuette Schwartz Seltveit Shynkaruk Szymanski

Absent: Camargo Justesen Renecker Wiese Zeiher

Agenda:

Strategic Planning Task Force – Szymanski

MSUM programs and services review briefing:

Library & Technology – Assoc. VP Goodman

Academic Affairs Budget Advisory Committee – VP Midgarden

Thursday, April 23, 2009

Present: Camargo Dalan Goebel Goodman Hamilton Haugrud (proxy for Kotta) Hollaar Justesen Kirk Kruse Matthees Midgarden Peters Renecker Samson Schuette Schwartz Seltveit Shynkaruk Szymanski Wiese

Absent: Bartholomay Kotta Sando Zeiher

Agenda:

Revised MSUM programs and services review schedule – Szymanski

- Vice Presidents present budget plans (including reductions) to UPBC for discussion
 - Wednesday, July 8; 8:00 a.m. – 4:30 p.m.
 - Thursday, July 9; 8:00 a.m. – 4:30 p.m.
- President presents final University budget plan to UPBC
 - Wednesday, July 15; 8:00 a.m. – 4:30 p.m.
- President and UPBC present final University budget plan to bargaining unit executive committees
 - Thursday, July 16; 8:00 a.m. – 12:00 p.m.

MSUM programs and services review briefing:

Academic & Student Affairs Support and others – VP Midgarden & VP Wiese

Thursday, April 16, 2009

Present: Bartholomay Erber (proxy for Kotta) Goebel Hamilton Hollaar Justesen Kirk Kruse Matthees Peters Renecker Samson Sando Schwartz Shynkaruk Szymanski Wiese

Absent: Camargo Dalan Goodman Kotta Midgarden Schuette Seltveit Zeiher

Guest Presenter:

Diane Solinger, Interim Director, Housing & Residential Life
Joel Haugrud, Accounting Officer, Housing & Residential Life

Agenda:

FY 2010 budget plan, planning parameters, and assumptions:

Housing & Residential Life – Interim Director Solinger

Bookstore – Director Samson (re-scheduled from March 26)

MSU Moorhead programs & services review process

Changes to process – Szymanski

Revised meeting schedule (OW 201) – Hollaar

Thursday, April 23 8:00 a.m. – 10:00 a.m.

Thursday, April 30 8:00 a.m. – 10:00 a.m.

Thursday, May 7 8:00 a.m. – 10:00 a.m.

Materials web-site (upbc.mnstate.edu) – Hollaar

Campus community web-site – Hollaar

<https://appserv.mnstate.edu/president/upbc>

Confidentiality of materials – Szymanski

Thursday, April 9, 2009

Present: Camargo Dalan Goebel Goodman Hamilton Hollaar Justesen Kirk Kotta Kruse Matthees Midgarden Peters Renecker Samson Sando Schuette Seltveit Szymanski Wiese Zeiher

Absent: Bartholomay Schwartz Shynkaruk

Guest Presenter:

Judy Johnson, Preschool

Agenda:

FY 2010 budget plan, planning parameters, and assumptions:

Preschool – Judy Johnson

Athletics – Director Peters (re-scheduled from April 2)

FY 2009 General Fund budget: 3rd quarter report – Hollaar

<http://www.mnstate.edu/president/BudgetPlanning/FY2009BP/FY2009BP.htm>

2009 Legislative update

Governor & Senate budget recommendations – Hollaar

MSU Moorhead programs & services review process

Materials web-site (upbc.mnstate.edu) and log-in – Kotta

Use of Institutional Research data – Szymanski

Proposed meeting schedule (OW 201) – Hollaar

Tuesday, April 21 no meeting; Student Academic Conference

Wednesday, April 22 8:00 a.m. – 12:00 p.m.; brief sector reports

Thursday, April 23 12:00 p.m. – 3:00 p.m.

Friday, April 24 8:00 a.m. – 4:00 p.m.

Monday, April 27 12:30 p.m. – 4:30 p.m.

Tuesday, April 28 8:00 a.m. – 12:00 p.m.; UPBC briefs President Edna

Thursday, April 30 8:30 a.m. – 10:00 a.m.; regularly scheduled meeting

Thursday, March 12, 2009

Present: Bartholomay Camargo Dalan Goebel Goodman Hamilton Hollaar Justesen Kirk Kotta Kruse Matthees Midgarden Peters Renecker Samson Schuette Seltveit Shynkaruk Szymanski Wiese

Absent: Sando Schwartz Zeiher

Guest Presenter:

Michael Parks, Director, Campus Security

Agenda:

FY 2010 budget plan, planning parameters, and assumptions:

Parking – Michael Parks and Jeff Goebel

State of Minnesota February 2009 economic forecast – Hollaar

MSU Moorhead current budget analysis & 4-year plan – Szymanski

MSU Moorhead programs & services review process

Materials web-site – Kotta

Confidentiality of materials – Szymanski

Proposed meeting schedule – Hollaar

Tuesday, April 21	no meeting; Student Academic Conference
Wednesday, April 22	8:00 a.m. – 12:00 p.m.
Thursday, April 23	12:00 p.m. – 3:00 p.m.
Friday, April 24	8:00 a.m. – 4:00 p.m.
Monday, April 27	12:30 p.m. – 4:30 p.m.
Tuesday, April 28	8:00 a.m. – 12:00 p.m.

Thursday, February 26, 2009

Present: Bartholomay Dalan Hamilton Hollaar Justesen Kirk Kotta Kruse Matthees Midgarden Renecker Samson Sando Schwartz Seltveit Szymanski Wiese Zeiher

Absent: Camargo Goebel Goodman Peters Schuette Shynkaruk

Guest Presenter:

Carol Grimm, Director, Hendrix Health Center & Dragon Wellness Center

Karen Lester, Business Manager, Hendrix Health Center
& Dragon Wellness Center

Agenda:

Introduce and welcome new member

FY 2010 budget plan, planning parameters, and assumptions:

Hendrix Health Center & Dragon Wellness Center – Director Grimm

MSUM programs & services review process – Szymanski

Thursday, February 12, 2009

Present: Camargo Dalan Goebel Goodman Hollaar Justesen Kotta Kruse Matthees Midgarden Peters Renecker Samson Schuette Schwartz Sando Seltveit Shynkaruk Szymanski Wiese Zeiher

Absent: Bartholomay Hamilton Kirk

Guest Presenter:

Karen Mehnert-Meland – Director, Student Union & Activities

Agenda:

Introduce and welcome new member

FY 2010 budget plan, planning parameters, and assumptions:

Comstock Memorial Union and Student Activities – Director Mehnert-Meland

FYs 2010-2011 Governor's budget recommendations – Hollaar
MSUM programs & services review process – Szymanski

Thursday, January 22, 2009

Present: Camargo Dalan Goebel Goodman Hamilton Hollaar Justesen Kirk Kotta Kruse
Matthees Nelson Renecker Samson Sando Schwartz Seltveit Shynkaruk Szymanski Wiese

Absent: Bartholomay Midgarden Schuette Zeiher

Guest Presenters:

Mark Rice, University Comptroller

Shannyn Jacobsen, University Financial Reporting Officer

Agenda:

Introduce and welcome new member

MSU Moorhead Annual Financial Report for the years ended June 30, 2008 and 2007 –
Rice/Jacobsen

FY 2009 General Fund budget – 2nd quarter report – Hollaar

MSUM projected base budget change – FYs 2009-2011 – Hollaar

FY 2009 & 2010 budget planning scenarios with list of frozen positions – Hollaar

FY 2009 unallotment – Hollaar

Budget reduction strategy and calendar – Szymanski

MSUM programs & services review process – Szymanski

Thursday, December 11, 2008

Present: Beckerleg (proxy for Kotta) Dalan Goebel Goodman Hamilton Hollaar Justesen Kirk
Kruse Matthees Midgarden Nelson Renecker Samson Sando Schuette Schwartz Seltveit
Shynkaruk Szymanski Wiese

Absent: Kotta Mickelson Weil Zeiher

Agenda:

Committee charge and membership – Hollaar

Introduce and welcome new members

FY 2009 MSU Moorhead Presidential Work Plan – posted on the University web-site

<http://www.mnstate.edu/president/StrategicPlanning/FY2009SP/FY2009.htm>

State of MN November 2008 Economic Forecast – Hollaar

MnSCU Biennial Budget Request – Hollaar

FY 2009 & 2010 Budget Planning Scenarios – Hollaar

List of frozen positions – Hollaar

Tuition and fee structure study group – Kirk

Thursday, November 13, 2008

Present: Dalan Goodman Haugrud (proxy for Kotta) Hollaar Kruse Matthees Renecker
Schuette Schwartz Seltveit Szymanski

Absent: Hamilton Kirk Kotta Mickelson Midgarden Ohren Wiese Zeiher

Agenda:

FY 2009 & 2010 Budget Planning Scenarios – Hollaar

List of frozen positions – Hollaar

Thursday, October 9, 2008

Present: Dalan Hamilton Hollaar Kirk Kotta Kruse Matthees Midgarden Ohren Schuette
Seltveit Szymanski Wiese Zeiher

Absent: Goodman Mickelson Renecker Schwartz

Guest: Mark Rice, University Comptroller

Agenda:

University division FY 2008 master work plan final reports

Facilities & Administration – Vice President Kirk

Student Affairs – Vice President Wiese

FY 2009 General Fund budget - 1st quarter report – Hollaar

FY 2008 carryforward – Hollaar

FY 2009 enrollment update (30th day) – Hollaar

Thursday, September 25, 2008

Present: Dalan Goodman Hamilton Hollaar Kirk Matthees Midgarden Schuette Schwartz Seltveit Szymanski Wiese

Absent: Kotta Kruse Mickelson Ohren Renecker Zeiher

Agenda:

Budget and Planning for FY 2010 – Szymanski

University division FY 2008 master work plan final reports

Academic Affairs – Vice President Midgarden

University Advancement – Executive Director Hamilton

Thursday, September 11, 2008

Present: Dalan Goodman Hollaar Kirk Kotta Kruse Matthees Mickelson Ohren Renecker Schuette Schwartz Seltveit Szymanski Wiese Zeiher

Absent: Hamilton Midgarden

Guest Presenters:

Doug Peters, Athletic Director

Joan Justesen, Interim Vice President, Alumni Foundation

Agenda:

FINAL FY 2008 General Fund Budget report – Hollaar

FY 2007 Carryforward report – Hollaar

FY 2009 Enrollment update – Hollaar

University division FY 2008 master work plan final reports

Alumni Foundation – Interim Vice President Justesen

Athletics – Director Peters

Thursday, August 28, 2008

Present: Dalan Goodman Hollaar Kirk Kotta Kruse Matthees Mickelson Midgarden Ohren Renecker Schuette Seltveit Szymanski Wiese Zeiher

Absent: Hamilton Schwartz

Agenda:

Committee introductions

Proposal to revise the committee charge and membership – Hollaar

FY 2009 General Fund budget planning FINAL – Hollaar

ORIGINAL FY 2009 General Fund Budget – Hollaar

FY 2010 General Fund budget planning draft – Hollaar