FY 2005 University Planning and Budget Committee

Membership:
President Barden, David Crockett, Brittney Goodman, Doug Hamilton, Jean Hollaar (ex-officio), Bryan Kotta (MAPE), Nancy Kruse (AFSCME), Bette Midgarden, Richard Pemble (IFO), Dave Renecker (AFSCME), Cliff Schuette (MSUAAASF), Allen Sheets (IFO), Warren Wiese, Michael Redlinger (neighborhood representative)

IFO representatives:
Fall Semester 2004
  Jill Frederick
  Scott Seltveit
Spring Semester 2005
  Barb Matthees
  Larry Schwartz

Student Representatives:
Academic Year 2004-2005
  Travis Maier
  Austin McCoy
Fall Semester 2004
  Heidi Petersen
Spring Semester 2005
  Kristin Bentz
Summer 2005
  Chris Braddock
  Nick Gaines
  Billy Gaines
August 25, 2005 meeting
  Billy Holmes
  Emilie Mihal
  Justin Schwegal
FY 2005 University Planning and Budget Committee
Meeting Notes
Academic Year 2004-2005

Thursday, August 25, 2005
Present:  Barden Goodman Gaines George Hamilton Holmes Hollaar Kruse Matthees
Mihal Pemble Redlinger Schuette Schwartz Sheets Strong (for Midgarden) Wiese
Absent:  Crockett Kotta Midgarden Schwegal Renecker
Agenda:  Committee introductions

Final committee decision regarding FY 2006 work plan initiative funding
Schuette moved, Holmes seconded, committee voted and approved

Review University planning process; committee recommended work plan and proposed
initiative presentations occur during spring semester with final funding decisions made
before the end of the academic year

Thursday, July 21, 2005
Present:  Barden Braddock Crockett Goodman Hamilton Hollaar Holmes (via
conference call) Kruse Matthees Midgarden Pemble Redlinger Schuette Sheets Wiese
Absent:  Gaines Kotta Renecker Schwartz
Agenda:  Barden gave the committee an update of the July MnSCU Board of Trustees meeting
MSU Moorhead institution profile presentation went very well
MnSCU Board of Trustees capped FY 2006 tuition requests at 7%
Centers for Excellence will be selected by the MnSCU Board of Trustees
FY 2006 Work Plan Initiatives funding proposal DRAFT - Barden
MnSCU 2005-06 Work Plan Draft – Hollaar
Committee discussion of work plan initiatives included or not included in President’s
proposal – Hollaar
Committee agreed to fund $13,000 for 2-year college visits
Committee will meet August 25, 2005 to finalize funding decisions

Thursday, July 14, 2005
Present:  Barden Braddock Crockett Goodman Hollaar Holmes (via conference call)
Kotta Kruse Matthees Midgarden Redlinger Schuette Sheets Wiese
Absent:  Gaines Hamilton Pemble Renecker Schwartz
Guests:  Kathleen Enz Finken, Patrick Hundley
Agenda:  Academic Affairs master work plan and FY 2006 annual work plan presentation – Vice
President Midgarden
Academic Affairs proposed FY 2006 work plan initiatives

Thursday, June 30, 2005
Present: Barden Braddock Crockett Gaines Goodman Hollaar Kruse Matthees
Midgarden Pemble Schuette Sheets Wiese
Absent: Hamilton Holmes Kotta Redlinger Renecker Schwartz
Guest: Gina Monson, Prince Amattoe (student intern)
Agenda:
Student Affairs master work plan presentation – Vice President Wiese
Student Affairs proposed FY 2006 work plan initiatives

Thursday, June 16, 2005
Present: Barden Braddock Crockett Gaines Goodman Hamilton Hollaar Holmes Kotta
Kruse Matthees Midgarden Pemble Schuette Sheets Wiese
Absent: Redlinger Renecker Schwartz
Guest: Les Bakke
Agenda:
Introduce summer student members, Nick Gaines and Chris Braddock - Hollaar

Administrative Affairs master work plan presentation – Vice President Crockett
Administrative Affairs proposed FY 2006 work plan initiatives

Thursday, May 26, 2005
Present: Hamilton Hollaar Holmes Kruse Matthees Pemble Schuette Sheets Strong (for
Midgarden) Schwartz
Absent: Barden Braddock Crockett Gaines Goodman Kotta Midgarden Redlinger
Renecker Wiese
Guests: Patrick Hundley, Alfonso Scandrett
Agenda:
FY 2006 Budget Planning based on Higher Education Appropriation Bill – Hollaar
FY 2007 Budget Planning brief – 9% tuition - Hollaar

Remind committee of planning data distributed at April meetings
FY 2004 actual FTE and expenditure summary data - Hollaar

Office of the President proposed FY 2006 work plan initiative - Hollaar

Alumni Foundation work plan - Patrick Hundley

Athletics strategic and annual plans - Alfonso Scandrett
Athletics proposed FY 2006 work plan initiatives

University Advancement work plan - Doug Hamilton
University Advancement proposed FY 2006 work plan initiative

Thursday, April 28, 2005
Present: Barden Crockett Hollaar Kruse Matthees McCoy Pemble Schuette Schwartz
Sheets
Absent: Bentz Goodman Hamilton Kotta Maier Midgarden Redlinger Renecker Wiese
**Agenda:**
FY 2006-2007 MnSCU biennial budget request comparison (MnSCU Request/Governor’s Recommendation/House Bill/Senate Bill) - Barden
Differential tuition discussion update – Barden
Economic and Financial Outlook of MnSCU – April 2005 presentation to the Board of Trustees
Education Financing Survey – executive summary
ND Department of Public Instruction (NDDPI) projected percent change in high school graduates – Hollaar
FY 2000 – 2004 Average Class Size by College - Hollaar
Reminder of master work plan presentation dates
Work plan initiative guidelines and project summary/abstract

*Electronically distribute Moody’s 2005 Higher Education Outlook: Stable Outlook for both Public and Private Institution, Economic and Financial Outlook of MnSCU, and entire Education Financing Survey*

**Thursday, April 14, 2005**
**Present:** Barden Goodman Hollaar Kotta Kruse Maier Matthees McCoy Midgarden Pemble Redlinger Schuette Schwartz Sheets Wiese
**Absent:** Bentz Crockett Hamilton Renecker
**Invited Guest:** Iris Gill, Institutional Research

**Agenda:**
Planning, Budgeting, and Institutional Effectiveness date-specific timeline
Environmental scan for planning purposes – Hollaar/Barden
SCUP March 2005 Trends in Higher Education
MHESO projected percent change in high school graduates
MSU Moorhead FYE actual and projection (FY1996-FY 2009)
MSU Moorhead allocation/tuition comparison (FY 1996-2006)
Iris Gill reported 5 year trend (FY 2000-2004) on the following information:
  HCT enrollment – used for physical facility planning
  Productivity – SCH generation by department
  Choice of major for NEF and Transfer Students
  Duplicated count of degrees awarded

FY 2005 budget update – 3rd quarter - Hollaar
FY 2005 R&R expenditures budget summary – Hollaar

**Thursday, March 24, 2005**
**Present:** Barden Crockett Goodman Hamilton Hollaar Kotta Kruse Maier Matthees McCoy Pemble Sheets Redlinger Schuette Schwartz Wiese
**Absent:** Bentz, Midgarden, Renecker

**Agenda:**
FY 2006-2007 MnSCU system biennial budget request compared to Governor’s recommendation - handout discussed by Barden
DRAFT FY 2006 Budget Planning – Barden/Hollaar
Thursday, March 10, 2005
Present: Barden Crockett Goodman Kruse Maier McCoy Midgarden Pemble Redlinger Schuette Sheets Wiese
Absent: Bentz Hamilton Hollaar Kotta Matthees Renecker Schwartz
Agenda:
Differential tuition discussion – Midgarden
MnOnline change request – Midgarden
Revised planning timeline - Barden

Tuesday, February 22, 2005
Present: Hollaar Kruse Matthees Wiese
Invited guests: Mark Rice, University comptroller; Karron Thomas, Athletics intern
Agenda:
NACUBO webcast: Essentials of College and University Budgeting

Join esteemed NACUBO author and Integrated Planning and Budgeting Workshop Faculty member Larry Goldstein for a lesson in college and university budgeting techniques and processes. The economic downturn of recent years has reinforced the stature of the budget as a critical management and fiscal tool. The program covers the budget environment in higher education and reviews budget types, techniques, processes, and resource allocation.

Thursday, February 10, 2005
Present: Barden Bentz Crockett Goodman Hollaar Kruse Maier Matthees McCoy Midgarden Pemble Redlinger Schuette Schwartz Sheets
Absent: Hamilton Kotta Renecker Wiese
Agenda:
Welcome Matthees, Schwartz, Bentz

Internal report on changes to the scholarship program – Barden
FY 2005 Work Plan – December report – available on web site
Proposed planning timeline discussion – Hollaar/Midgarden
Project summary/abstract discussion – Hollaar/Midgarden

Thursday, January 13, 2005
Present: Bentz Crockett Hollaar Frederick Goodman Kruse Maier McCoy Midgarden Pemble Redlinger Schuette Seltveit Sheets
Absent: Barden Hamilton Kotta Renecker Wiese
Agenda:
Committee approved Midgarden’s planning proposal and it’s ready to be presented at meet and confer
FY 2005 budget update – 2nd quarter - Hollaar
**Thursday, December 2, 2004**

**Present:**  Barden Frederick Hamilton Hollaar Kotta Kruse McCoy Midgarden Pemble Petersen Redlinger Schuette Seltveit Sheets Wiese  
**Absent:** Crockett Goodman Maier Renecker  

**Agenda:**  
FY 2004 Revenue and Expenditure Summary FINAL - Hollaar  
FY 2004 Unrestricted Designated Carryforward - Hollaar  
FY 2005 budget update – 1st quarter - Hollaar  
FY 2005 MSUM Work Plan - Hollaar  
Linking budgeting and planning proposal – Midgarden  
Scholarship funding discussion - Barden

**Wednesday, October 27, 2004**  
**Agenda:**  
FY 2004 financial audit exit meeting with Vice Chancellor Laura King and audit firm

**Thursday, September 23, 2004**  
**Present:**  Barden Crockett Hamilton Hollaar Kotta Kruse Maier McCoy Midgarden Pemble Petersen Redlinger Schuette Seltveit Sheets Wiese  
**Absent:** Frederick Goodman Renecker  

**Agenda:**  
Committee introductions  

President Barden led the discussion of the packet of FY 2005 UPBC materials (see handout file) that the committee members were provided in advance.  

Revised FY 2005 work plan in preparation for President Barden’s meeting with the Chancellor.