FY 2006 University Planning and Budget Committee

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

Student Representatives
Fall Semester 2005
   Billy Holmes
   Emilie Mihal
   Justin Schwegal

Spring Semester 2006
   Chris Braddock
   James Cailao
   Emilie Mihal (proxy Jered Weber, Jennifer Ohren)

University Planning & Budget Office Intern
Kayla (George) Litsey
FY 2006 University Planning and Budget Committee
Meeting Notes
Academic Year 2005-2006

Thursday, May 11, 2006
Present: Barden Braddock Cailao Crockett Goodman Hollaar Kotta Kruse Litsey Pemble Matthees Schuette Schwartz Sheets Wiese
Absent: Hamilton Midgarden Mihal Redlinger Renecker
Agenda:
Final committee decision regarding FY 2007 work plan initiative funding

Thursday, April 27, 2006
Present: Barden Braddock Cailao Crockett Goodman Hamilton Hollaar Kotta Kruse Litsey Matthees Midgarden Pemble Redlinger Schuette Schwartz Sheets Wiese
Absent: Mihal Renecker
Agenda:
FY 2007 work plan initiative funding proposal – President Barden
Committee discussion
Committee members individually indicated support for and ranking of priorities in written format; results will be compiled and distributed before the Thursday, May 11, 2006 meeting

Thursday, April 20, 2006
Present: Barden Braddock Hamilton Hollaar Kotta Kruse Litsey Matthees Ohren (proxy for Mihal) Pemble Redlinger Sheets Schwartz
Absent: Cailao Crockett Goodman Midgarden Mihal Renecker Schuette Wiese
Guest Presenters:
Kim Samson – Bookstore
Penny Klein– Hendrix Health Center and Dragon Wellness Center
Karen Lester – Hendrix Health Center and Dragon Wellness Center
Agenda:
FY 2007 budget plan, planning parameters, and assumptions:
Bookstore – Kim Samson
Committee orientation to program/operation including FY 2007 budget plan, planning parameters, and assumptions:
Hendrix Health Center & Dragon Wellness Center – Penny Klein & Karen Lester
FY 2006 General Fund budget – 3rd quarter update – mailed to committee members

Thursday, April 13, 2006
Present: Cailao Crockett Goodman Hollaar Kotta Kruse Litsey Matthees Pemble Redlinger Schuette Schwartz Sheets Strong (proxy for Midgarden) Wiese
Absent: Barden Braddock Hamilton Midgarden Mihal Renecker
Guest Presenters:
Mark Rice – Business Office
Les Bakke – Information Technology
Tom Schmidt/Todd Stugelmayer – Physical Plant
Kim Samson, Bookstore

**Agenda:**
Administrative Affairs FY 2007 annual work plan presentation – Vice President Crockett
Administrative Affairs proposed FY 2007 work plan initiatives
FY 2007 budget plan, planning parameters, and assumptions:
  Parking – Todd Stugelmayer
Due to time constraints, Kim Samson will present the Bookstore FY 2007 budget plan at a future meeting.

**Thursday, March 30, 2006**
**Present:** Barden Braddock Cailao Goodman Hamilton Haugrud (proxy for Kotta)
Hollaar Kruse Litsey Matthees Pemble Redlinger Schuette Schwartz Sheets Weber (proxy for Mihal) Wiese
**Absent:** Crockett Kotta Midgarden Mihal Renecker
**Guest Presenters:**
  Karen Mehnert-Meland – Comstock Memorial Union
  Beth Conner – Housing & Residential Life

**Agenda:**
FY 2007 budget plan, planning parameters, and assumptions:
  Comstock Memorial Union – Karen Mehnert-Meland
  Housing & Residential Life – Beth Conner
FY 2007 General Fund budget planning – Hollaar
FY 2007 General Fund Revenue Allocation by division – Hollaar

**Thursday, March 23, 2006**
**Present:** Barden Braddock Cailao Goodman Hamilton Hollaar Kotta Kruse Litsey
Matthees Pemble Schuette Schwartz Sheets Wiese
**Absent:** Crockett Midgarden Mihal Redlinger Renecker
**Guests:** Patrick Hundley – Alumni Foundation
  Alfonso Scandrett – Athletics
  Les Bakke – Information Technology
  Bill Scheffler – Information Technology
  Kristi Monson – University Publications
  Darel Paulson – AV-TV Services

**Agenda:**
University Advancement FY 2007 master work plan presentation – Executive Director Hamilton
University Advancement proposed FY 2007 work plan initiatives
Alumni Foundation proposed FY 2007 work plan initiatives presentation – Executive Vice President Hundley

Athletics FY 2007 master and annual work plan presentation – Director Scandrett
Athletics proposed FY 2007 work plan initiatives
Thursday, March 9, 2006
Present: Barden Cailao Crockett Hamilton Hollaar Kotta Kruse Litsey Matthees Pemble Redlinger Schuette Schwartz Sheets Wiese
Absent: Braddock Goodman Midgarden Mihal Renecker
Guests: Beth Conner – Housing & Residential Life
Karen Mehnert-Meland – Comstock Memorial Union
Abner Arauza – Multicultural Affairs Office
Gina Monson – Admissions
Katy Wilson – Asst VP, Student Affairs

Agenda:
Student Affairs FY 2007 annual work plan presentation – Vice President Wiese
Student Affairs proposed FY 2007 work plan initiatives

Thursday, February 9, 2006
Present: Braddock Cailao Crockett Goodman Hollaar Kotta Kruse Litsey Matthees Midgarden Mihal Pemble Schuette Schwartz Sheets Wiese
Absent: Barden Hamilton Redlinger Renecker
Guests: Kathleen Enz Finken – Dean, College of Arts & Humanities
Ron Jeppson – Dean, College of Social & Natural Science

Agenda:
Academic Affairs FY 2007 master work plan presentation – Vice President Midgarden
Academic Affairs proposed FY 2007 work plan initiatives
MnSCU Strategic Plan 2006-2010 – Hollaar
MSU Moorhead Strategic Plan revision process - Hollaar

Thursday, January 26, 2006
Present: Barden Braddock Cailao Goodman Hamilton Kotta Kruse Litsey Matthees Midgarden Pemble Schwartz Sheets Wiese
Absent: Crockett Hollaar Mihal Redlinger Renecker Schuette

Agenda:
FY 2006 General Fund budget – 2nd quarter update – Litsey
MnSCU Board of Trustees January 2006 meeting update - Barden
Academic Affairs Master Plan FY 2007-2011 brief overview - Midgarden
Academic Affairs Work Plan Initiative Proposals brief overview – Midgarden

Thursday, January 12, 2006
Present: Barden Braddock Cailao Goodman Hamilton Hollaar Kotta Kruse Litsey Midgarden Mihal Pemble Redlinger Schuette Schwartz Sheets Wiese
Absent: Crockett Matthees Renecker

Guest Presenters:
Alfonso Scandrett – MSUM Athletics
Les Bakke – MSUM Information Technology

Agenda:
University Division FY 2006 master work plan mid-term progress updates
Office of the President – President & Designees
Academic Affairs – Vice President Midgarden
Administrative Affairs – Les Bakke, Administrative Affairs division representative
Student Affairs – Vice President Wiese

Thursday, December 8, 2005
Present: Barden George Goodman Hollaar Holmes Kruse Matthees Mihal Pemble Redlinger Schuette Schwartz Sheets Strong (proxy for Midgarden) Wiese
Absent: Crockett Hamilton Kotta Midgarden Renecker Schwegal
Guest Presenters:
   Alfonso Scandrett and Sylvia Barnier – MSUM Athletics
   Beth Conner – MSUM Housing & Residential Life
   Penny Klein – MSUM Hendrix Health Center

Agenda:
MnSCU Board of Trustees FY 2007 Operating Budget Public Hearing on 12/7/05 – Barden/Hollaar
MnSCU FY 2007 annual undergraduate tuition comparison/ranking – Barden/Hollaar
Committee orientation to program/operation including FY 2006 budget plan, planning parameters, and assumptions:
   Athletics – Alfonso Scandrett and Sylvia Barnier
   Housing & Residential Life – Beth Conner

Due to time constraints, Penny Klein will present information about Hendrix Health Center at a future meeting.

Thursday, November 17, 2005
Present: Barden Crockett George Goodman Hamilton Hollaar Holmes Kotta Kruse Mihal Pemble Schwartz Schwegal Sheets Strong (proxy for Midgarden) Wiese
Absent: Matthees Midgarden Redlinger Renecker Schuette
Guest Presenter: Kim Samson, MSUM Bookstore

Agenda:
FY 2007 General Fund budget planning and tuition request – Hollaar
UMACRAO Fall 2005 Enrollment Data - Barden
FY 2007 work plan initiative project summary form - Hollaar
Committee orientation to program/operation including FY 2006 budget plan, planning parameters, and assumptions:
   Bookstore – Kim Samson (continued from October 27, 2005)

Thursday, October 27, 2005
Present: Barden George Goodman Hamilton Hollaar Holmes Kotta Matthees Mihal Redlinger Schwartz Schwegal Schuette Sheets
Absent: Crockett Kruse Midgarden Pemble Renecker Strong (proxy for Midgarden) Wiese
Guest Presenters:
Karen Mehnert-Meland – MSUM Comstock Memorial Union  
Kim Samson, Deanne Drummond, and Andy Stein, MSUM Bookstore

**Agenda:**
REVISED FY 2006 MSU Moorhead annual work plan – Hamilton/Hollaar

Result of MSU Moorhead's institution financial statement audit exit conference – Barden

Committee orientation to program/operation including FY 2006 budget plan, planning parameters, and assumptions:
- Comstock Memorial Union – Karen Mehnert-Meland
- Bookstore – Kim Samson

**Thursday, October 13, 2005**
**Present:** Barden Crockett George Goodman Hamilton Hollaar Holmes Kotta Kruse Matthees Mihal Redlinger Sheets Wiese
**Absent:** Midgarden Pemble Renecker Schuette Schwartz Schwegal Strong (proxy for Midgarden)

**Agenda:**
- FY 2006 General Fund budget – 1st quarter update including FY 2005 carryforward – Hollaar
- FY 2006 R&R update – Hollaar
- MnSCU Timeline for FY 2007 General Fund Operating Budget Approval - Hollaar
- Revenue/auxiliary/enterprise fund budget planning process & date specific timeline - Hollaar

A brief program/operation introduction will be presented during fall semester and a budget planning presentation will occur spring semester in conjunction with the division master work plan presentations.

- **Student Affairs:** Student Union, Housing & Residential Life, and Health Services
- **Administrative Affairs:** Bookstore and Parking

NCHEMS revenue models discussion – presented by Dennis Jones at the September 2005 MnSCU Board of Trustees meeting

DRAFT FY 2006 MSU Moorhead annual work plan – Hamilton

Committee members are to review the work plan draft and provide revisions and or suggestions to Doug Hamilton by Thursday, October 20, 2005

The February 23, 2006 meeting has been cancelled due to a scheduling conflict with the Faculty Service Awards brunch.

**Thursday, September 22, 2005**
**Present:** Barden Crockett George Goodman Hamilton Hollaar Holmes Kotta Mihal Pemble Redlinger Schuette Schwartz Sheets Strong (proxy for Midgarden) Wiese
**Absent:** Kruse Matthees Midgarden Renecker Schwegal

**Agenda:**
FINAL FY 2005 General Fund Budget – Barden/Hollaar
FY 2004 Carryforward Balances by Division – Barden/Hollaar
ORIGINAL FY 2006 General Fund Budget – Barden/Hollaar
FY 2006 General Fund Revenue Allocation by division and expenditure type – Barden/Hollaar
MnSCU 2005-06 Annual Work Plan – Barden

Schedule: FY 2006 annual work plan mid-term progress updates – George/Hollaar
Timeline: FY 2007 Master Work Plan Presentations – George/Hollaar

Discussion/explanation Revenue/Auxiliary Fund budget process: program/service
orientation during fall semester followed by budget planning presentation spring in
conjunction with appropriate division master work plan presentation - George
   Student Affairs: Student Union, Housing & Residential Life, and Health Services
   Administrative Affairs: Bookstore and Parking

Discussion of food service RFP process – Wiese
City of Moorhead update (GoMoorhead, street repairs) - Redlinger

Thursday, September 8, 2005
Present: Barden Crockett George Goodman Hamilton Hollaar Holmes Kotta Kruse
Mihal Pemble Redlinger Schuette Sheets Strong (proxy for Midgarden) Wiese
Absent: Matthees Midgarden Renecker Schwartz Schwegal

Agenda:
Enrollment update – Barden
FY 2007 Master Work Plan Presentation DRAFT schedule - Hollaar
Board of Trustees Ad Hoc Work Group on Strategic Planning materials – Barden/Hollaar
President Barden called for a subgroup to review environment scan and reduce to effect
for MSU Moorhead; Strong suggested we also review ND environmental scan data;
Holmes suggested we have a group to revise MSU Moorhead strategic plan specifically;
Hamilton, Wiese, Barden, Holmes group to determine environmental scan for MSU
Moorhead for use with enrollment management committee