

**Budget Council Minutes**  
**Tuesday, March 24, 2015**

Terry Leist  
Chris Fastnow  
Joel Schumacher

Tricia Cook  
Chris Kearns

Nancy Cornwell  
Martha Potvin

*Guests:*

*Kathy Attebury, Megan Bergstedt, Heidi Gagnon, Michael Reidy, Randy Babbitt*

**I. Call to Order**

The meeting was called to order by Chair Terry Leist.

**II. Approval of Minutes**

The minutes from the January 27, 2015 meeting were approved.

**III. Information/Announcements/Updates**

It was announced that David Court, Staff Senate representative, is leaving MSU for a job at Ellucian (Banner provider). The Council was appreciative for Dave's participation on the Council.

**Update on March Board of Regents Meeting**

Terry provided an update on the March Board of Regents meeting and the actions that were taken. There was a request from the students that student fees come to the BOR on an annual basis, rather than bi-annual. With a bi-annual process, the elected leaders (on one year appointments) do not have an opportunity to propose changes to student fees and inherit what their predecessors submitted.

Chancellor Nook gave the Board of Regents an update on the budget situation at MSU Billings and the cuts that have been necessary to balance their budgets.

Faculty Senate: Michael Reidy gave an update on Faculty Senate. The mapping document is available on the Faculty Senate website. These are the guiding documents for the Faculty members.

**Update on FY12-13 Strategic Investment Proposals (SIP)**

Of the seven SIP proposals that were funded in FY12-13, five were approved to move to permanent base funding. The two remaining proposals (Econ/Ag Econ and Student Success) were approved for recurring one-time only (OTO) funds and will provide an additional assessment.

Kathy Attebury proposed an August 28 deadline for Year 2 assessments from the FY13 SIP process to give the Budget Office time to process them. Terry Leist suggested asking for the

information earlier – at the end of July or beginning of August - to give adequate time to get them ready for the September Budget Council meeting.

Martha Potvin suggested that we explore some of the earlier funding requests that also received funding from the Performance Funding program. Joel Schumacher asked for clarification on which goals we would evaluate them on. The goals that they set for the proposals may not be the same goals as we would assess them on now.

Martha Potvin asked for confirmation that there will not be a call for funding requests this year. Terry Leist confirmed that our allocation from the state is not expected to include any new money, other than performance funding.

## **Updating MSU**

### **- Budget Process Working Group**

This group is meeting on a regular basis and is making progress toward identifying changes to be proposed for the budget process. There was discussion on what level decisions be made. Rather than a charrette or public forum, they plan to meet with specific groups, i.e., Deans, Faculty, etc.

The working group will work on refining the document that is sent out to the campus so that they can get input that will help them to create a proposed budget model. The expectation is to have a definitive budget model in place by November.

Terry Leist explained that the preferred model would help to push the decisions down to the appropriate level. We want Deans and Directors to be involved in making the decisions in their areas. We need to try to raise the % of funding that we allocate to academics. Currently the funding is at 53%, we are working to get it to 54%, with the ultimate goal of increasing it to 55%.

## **IV. Current Business**

### **Homework Assignment from January meeting**

- *What role should Budget Council play in the budget process?*
- *What particular decisions/actions should we be involved with?*

Terry Leist asked for input from the Council on what they want to see from their role on the Budget Council. There was consensus that the Council wants to make sure that they are doing good work, are productive and that their efforts are valued.

The strategic proposal process was a good process, but was very labor intensive. The Council would like to get to a point where the funds are allocated in pools at a higher level so Deans, Directors and Department Heads can make the decisions on where they determine is appropriate to devote their funding.

Discussion included the following suggestions:

- Budget Council should take a broad brush approach to specific issues (salaries, graduate students, etc.).
- It would be beneficial to have the Budget Council work closer with and use the strategic priorities developed by the Planning Council.
- The Budget Council shouldn't be an action group and shouldn't award money but should recommend what areas should be a priority for funding.
- The chairs of all the Councils should work together closely so there is more opportunity for collaboration and to ensure that all efforts align with the institutional priorities.
- Updates of decisions that are made outside of this Council would be useful information and would keep Council members better informed.
- Martha Potvin suggested that requests for large portions of funding come to the Council, rather than to her. This would allow all requests to be vetted properly to ensure alignment with the institutional priorities.

### **FY16 Budget Process**

Terry Leist explained that the 2015 Legislative session will be nearing the end of their schedule by the next meeting in April. If he doesn't have legislative information to share at the April meeting, we will still plan to meet.