**Budget Council Minutes**

**January 26, 2016**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Terry Leist | John Cowles | | Toni Lee | |
| Nicol Rae | Doralyn Rossmann | | Joel Schumacher | |
|  |  | | *Guests:*  *Kathy Attebury, Megan Bergstedt, Heidi Gagnon, MacKenzie Seeley* | |
|  | |  | |  | |

1. **Call to Order**

The meeting was called to order by Chair Terry Leist.

1. Approval of Minutes

The minutes from the December meeting were approved with amendments.

1. **Information/Announcements/Updates**

Anticipating a change of our Carnegie classification provides us with an opportunity to reflect on our strengths and focus on our challenges. The President has initiated three task forces to focus on things to make Montana State University an even better and stronger research university in the future. The task forces will address:

* **Improving Graduate Student Admissions and Degree Completion**
* **Strengthening Research and Scholarly Work**
* **Faculty Workload** Review

An email sent to faculty and staff from Vice President Terry Leist notified them of upcoming federal changes to the Fair Labor Standards Act (FLSA) & job categorization of positions that will affect our campus and could have significant overall budget implications. Human Resources will be working closely with the Commissioner’s Office and the campus as we move forward with this project.

1. Current Business

**Budget Model Discussion**

Role of Budget Council: there was considerable discussion on what the role of Budget Council will be with the new budget model. Questions raised were:

* Does the role on the Budget council website reflect what we do and what we want to do?
* Should other groups (i.e., UFPUB) bring their funding priorities to this group so that they are on the table when budgets are created?

Timeline of Processes: the Budget Office proposed the following schedule:

* + February 1 - send budget templates to Deans, VPs and Unit heads for input
  + March 1 - all units submit a proposed budget to their Executive
  + April 15 - budgets allocated/approved by VP, President; notification toy Deans and Unit heads
  + May 15 - Entry of approved budgets into salary planner/budget development

Communications: Megan Bergstedt, Budget Office, assured the council that there will be conversations with deans, department heads, etc. to open the dialogue with the new process.

* + It is expected that we will be able to fund budgets at the current levels, without pulling funds to create pools.
  + It is important to make sure that we are keeping the process efficient while encouraging communication and collaboration along the way.
  + The Budget Office expects that refinement of this process will eventually lead to better processes and management of budgets.
  + The budget model doesn't address new programs, projects, etc. - those requests will need to follow a process which has been designed for new funding requests.

Funding Pools - Nic Rae recommended that the Budget Council consider increasing the funding amount of the forward-looking (strategic) pool, by reducing the rewards (results) pool. The discussion included the following suggestions for consideration:

* + Interest in incentivizing good ideas
  + Results pool - one time funds, if they sustain the results then it could go into base funding eventually
  + Do you sunset the amount?
  + How do you have the budget model take care of these in base funding?
  + Keep the model as simple as possible so that the users understand it

With no further business, the meeting was adjourned.