

Budget Council Minutes
Tuesday, November 28, 2017
3:30-5:00 p.m.

President's Conference Room, Montana Hall

Terry Leist

Christina Fastnow

Jeff Heys

Stephen Murray

David Reese

Nicol Rae

Renee Reijo Pera

Robert Mokwa

Michael Babcock

In Attendance:

Kathy Attebury, Megan Lasso, Lisa Hespen

I. Call to Order

The meeting was called to order by Vice President Terry Leist.

II. Approval of Minutes

The minutes from the September 26, 2017 meeting were approved.

III. Information/Announcements/Updates

-New Member:

Michael Babcock was introduced as the new representative from Faculty Staff, replacing Alice Running.

-Roles of Budget Council Feedback:

Members of the Budget Office met individually with members of Budget Council to ascertain what they considered the role of Budget Council to be as well as how to enhance Budget Council. Two key themes stemmed from these discussions:

- Communication:
 - get the Council's story out to campus;
 - provide information regarding the budget model, how dollars are being spent, where investments are being made, etc.; and
 - provide more information on the Budget Council webpage
- Education:
 - explain the budget model in plain terms, focusing on the factors and drivers used to calculate (it was reiterated the budget model drives outcomes used to guide decisions for resource allocations);
 - Provide information to students regarding how their tuition dollars are spent in a layout that is understandable.

Terry Leist noted he would be willing to speak with groups or committees that would like more information on the budget model, how the model is used to calculate outcomes and guide decisions, and fixed dollars vs. variable dollars regarding institutional costs. Members agreed this would be an effective way to provide information to campus, communicate how decisions are made, and garner a sense of trust and transparency.

IV. Current Business

-Non-Academic Drivers & Variables of the Budget Model:

There is intrinsic value in ensuring departments and/or divisions are not left behind in terms of budgeting. How do we factor in the varying costs it takes to run different departments/divisions? How can we use the budget model to help drive MSU's Strategic Plan? It was observed not every department is driven or influenced by student or employee growth or decline. Every college has a different story or pattern. This variance creates several challenges. How do we use drivers to create outcomes?

When developing budget models, it is difficult to research external benchmarks due to the variances in different operations. There are infinite variables to factor in, making it difficult to correlate external data with internal data. The objective is to make investments where they need to be made while ensuring departments/divisions are not overlooked and left behind.

The Budget Council will be looking at which drivers should be used in the new budget model as well as the impact level. What is the mechanism that drives a budget? In some instances, it will be student headcount. In others, the driver may be employee headcount; or there may be a combination of drivers. We need to start having conversations with units to discuss drivers and impacts and build from the data collected.

The next budget meeting will be **December 26, 2017**, in the President's Conference Room, unless otherwise noted.

Meeting was adjourned.