**Budget Council Minutes**

**Wednesday, February 28, 2018**

**3:30-5:00 p.m.**

***President’s Conference Room, Montana Hall***

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| Terry Leist | Christina Fastnow | Nicol Rae |
|  |  | *In Attendance:*  *Jen Joyce (on behalf of Chris Kearns), Kathy Attebury, Megan Lasso, Lisa Hespen, Kathy Marcinko, Karlene Hoo, Melisenda Edwards* |
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1. **Call to Order**

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

1. **Approval of Minutes**

Due to a lack of quorum, the approval of the January 23, 2018 Minutes was tabled.

1. **Information/Announcements/Updates**

-Graduate School: FY13 SIP Assessment:

The Graduate School presented their FY13 SIP Assessment to Budget Council. Karlene Hoo from the

Graduate School presented.

Prior to 2014 there were 2 separate application systems for enrolling in the Graduate School. It was recognized that a more efficient, electronic, customizable, and secure application process was needed. The SIP investment is for software that meets this need- CollegeNET. Due to the implementation of CollegeNet, there have not been any indecisions or incomplete applications since the beginning of 2016.

The funding request is for $46,000/year. It was noted some of the application fee is returned to MSU and goes into the general fund. The justification for this tool is its ability to streamline the application process as well as its ability to be customized to each department. The current Hobsons system does not include the application process, only the inquiry. The Graduate School will use Hobsons for inquiry purposes, but need CollegeNET for the application process.

Budget Council members observed CollegeNET appears to be a valuable tool. Without it, the Graduate School would have to go back to paper or a less superior program. The Graduate School did look at different systems during the initial process and believes they have the best system available to them. Due to a lack of quorum, no action was taken.

-Investment/Reallocation Process Update:

The President, Provost, Vice President of Administration & Finance, Director of the Office of Planning & Analysis, Budget Office, and Chair of Faculty Senate have already spent over 10-12 hours discussing the investment/reallocation process. They have reviewed all of the proposals that were submitted (over 300), and have reviewed and categorized them. Terry Leist noted the investment/reallocation process is progressing nicely.

1. **Current Business**

-Budget Council Campus Reports:

The Council of Councils will meet on April 11th and the Budget Council will need to provide a synopsis of what they have been working on and/or accomplished. All MSU councils have been invited to attend this meeting. Members of Budget Council expressed their desire to ensure all the topics and accomplishments that have been discussed at Budget Council are covered at the Council of Councils. It was also recommended the larger innovations that have been implemented, (i.e. reallocation project, new budget model, assessment, institutional costs, etc.) be included. It was noted that it has been a few years since a meeting such as this has occurred and it might be worth looking back and using this meeting as an opportunity to inform campus what Budget Council is doing and how.

The next Budget Council meeting will be **March 27, 2018** from 3:30-5 p.m. in the PCR.

Meeting was adjourned.