I. **Call to Order**
The meeting was called to order by Chair Terry Leist, VP for Administration & Finance.

II. **Approval of Minutes**
An error in the January minutes was noted – “(ASMSU)” should be removed after Mark Ranalli’s name in the heading block. The January 28, 2020 minutes were approved with this amendment.

III. **University Information/Announcements**
   a. **President’s Strategic Funding Process is complete for FY21** – It was a good process with good ideas from around campus.
      - The Budget Office will get early notification information out early next week. From a dean’s perspective, sections are important to know now.
      - Remaining notifications regarding what was and was not approved will be sent mid-April.
   b. **Carnegie Award** – MSU received the Carnegie Classification for Engagement. The award cycle is every six years.

IV. **Presentations**
   a. **University Information Technology Shared Services “Team of Teams” Model**
      - **Michael Trotter, Director of Strategic Initiatives, UIT**
      - Original request of $80k recurring to implement Team of Teams (ToT). In this model, a large senior leadership group, led in different departments across MUS. The Dean or department head is supervises the lead IT person. Trotter used to be the Director of Embedded IT, prior to his interim appointment as CIO.
      - Assessment criteria are success and growth of the ToT model:
         1. Are the teams helping and trusting each other? Yes, the model grew to three other campuses and OCHE.
         2. No real metrics for success yet, other than participation. Metrics need to be developed.
      - Lessons learned:
         1. Communication is critical. Important to understand needs first, then solve them, rather than tell people what they need.
2. Culture change had to happen. It is extremely important to build relationships first, and those relationships have to be win-win. Would try to move faster at building relationships if possible.

3. Without funding, this would have failed. Seven people have volunteered to be facilitators for weekly meetings. The money is “parked” right now until a full-time director is hired. This is permanent funding. Funds are currently frozen, due to the interim appointment, and could be given up for a changed model.

4. The current financial model doesn’t reward collaborations with our sister institutions. Trotter met with chancellors and executives from each campus to find out how to partner with them. It is important to listen to the ideas of the other campuses as well as our own. There are many miles to cover to make this work on all four campuses. Examples of collaboration:
   - a team of three living in Great Falls handles all the phishing emails for all the campuses. Work Study students are paid for this.
   - When Bozeman upgraded a switch, the old switch was used to replace an older switch at another campus.
   - There is potential for improved purchasing power.
   - Software atlas – Bright Space helped across several campuses.

5. Microcosms of IT are inefficient. Which areas can be shared, and which cannot? Great ideas should be shared. Currently, the cone of silence surrounds good ideas. MSU needs information transfer and thinking ahead toward how to help others. From a faculty perspective, this has improved. The ToT model may be useful for units without embedded IT currently.

6. There are twenty-eight lines in Shared Services.

b. **Financial overview training (similar to DEAL and what was presented to Leadership MSU)**
   Megan Lasso, Director, Budget Office

   The current revenue for all campuses was presented.

   The total revenue generated from all campuses is $778,124,763 across all fund types. Other campuses have a larger share of state funds. Bozeman gets 60% of its funding from tuition.

   Funding types:
   1. General operating funds – General fund, millage, net tuition and fees, non-mandatory transfers, other revenue like program fees, application fees, etc. Gallatin College funds from the county are not included.
   2. Restricted funds – external grants and contracts
   3. Plant funds – These vary yearly, based on when bond revenues are available. Plant funds are typically for projects like the new residence hall, Norm Asbjornson Hall, and the future American Indian Hall.
   4. Designated funds – sales and service (UIT revenue), F&As, some student fees, ASMSU funds, testing services, etc.
   5. Auxiliary funds – room and board, parking, University Health Partners, etc.
   6. Tuition waivers – these count as revenue
   7. Loan funds – Perkins funding
   8. Endowment funds – foundations funds, external grants and contracts
• How do departments/colleges save for investments in their building? They can set up their own plant fund for replacing furniture, painting, replacing computers, etc. There must be a written plan (AVP for Financial Services has oversight).
• The student mix (resident, nonresident and WUE) has changed over time. Nonresident and WUE are both growing.
• High school graduating class size is down almost 10% over the past 8 years.
• OCHE wants to raise the “capture rate” across the MUS to 40%; it currently stays fairly level around 36%. Can we look at national trends to get ideas? The northern student population is shrinking, the southern population is growing, and there are more minorities nationally. If MSU could increase throughput (keep the students we attract), that is where we might gain ground.
• Nonresident students come primarily from California, Washington, and Colorado, because of WUE. The eastern colleges are poaching students from our market. Our recruitment investment is important.

V. Action Items
None

VI. Public Comment/Member Feedback
a. Recruitment tee shirts – Could we provide MSU tee shirts for admission applicants?
   • Because MSU charges an application fee, it would be nice to send something in return. The application fee gives MSU an idea of how many applicants are serious.
   • If the application fee deters potential students from applying, MSU could discuss removing the fee.
   • Multiple applications are now the norm. Trotter met with Ronda Russell to look at ways to improve efficiency through technology.

Meeting was adjourned at 5 p.m.

Next Meeting: March 24, 2020 at 3:30 p.m. in PCR

ACTION ITEMS:
- Review Minutes