

**Budget Council Minutes**  
**October 12, 2021**  
**3:30 - 5:00 p.m.**  
*President's Conference Room (Montana Hall room 10)*

**In Attendance:**

Terry Leist	Robert Mokwa	Chris Kearns	Ryan Knutson
Kim Obbink	Dan Miller	Michael Brody	Jason Carter
Chris Fastnow	Craig Woolard	Katy Owens	Isaac Birdwell
Conner McCollum			

**Guests:**

Megan Lasso – Budget Office, Mackenzie Seeley – Budget Office, Brittany Thompson – Budget Office, Brianna Bos – Budget Office, Leslie Schroeder (admin support)

**Absentees:** Chris Kearns, Dan Miller, Jason Carter

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**I. Call to Order**

The meeting was called to order by Chair Terry Leist.

**II. Approval of Minutes**

The April 27, 2021 meeting minutes were unanimously approved.

**III. University Information/Announcements**

**a. Introduction and New Members**

- Dan Miller replaced Mark Ranalli as the Deans' representative. Dan is the Interim Dean of the Business College.
- Ryan Knutson replaced Michael Trotter as the VP for Information Technology.
- Michael Brody replaced Bradford Watson as the Faculty Senate representative. Michael is a faculty member in Education and is currently the Chair-Elect of Faculty Senate.
- Katy Owens replaced Tia Brown as the MSU All Staff Council representative. Katy is a Service Team Lead in Fiscal Shared Services.
- Isaac Birdwell replaced Matt Bissett as the Undergraduate representative. Isaac is a senior in Industrial Engineering and is also the ASMSU Business Manager.

**b. Role of Budget Council**

- continuing to evolve; new juncture – quarterly meetings now, rather than monthly. Because annual budgeting process has changed, proposals will now be reviewed biennially rather than yearly; opposite years will be used to focus on institutional needs (i.e., IT, facilities).
- quarterly meeting topics should be shared in advance so that members know what feedback to get from their constituents ahead of time (rhythm to the budgeting cycle)
- each member is a conduit to their constituent group on campus to educate them about what we do and why we do it
- not the venue for deciding resource allocations
- this group discusses observations and areas of concern from each of our areas in the university so that the President, Provost, Terry, and the Budget Office will be aware of them when annual planning decisions are being made

**c. Board of Regents (BOR) Overview**

- Budget Council members should familiarize themselves with BOR agendas
- May BOR agenda – Budget, Admin, and Audit Committee, Legislative summaries (Program 9 is the one we are interested in)
  - Once the state sets the funding, then MSU can determine its budget
  - All wage-related items must be approved by the BOR
  - Staff items and routine facilities maintenance items are typically lumped together on the consent agenda
  - Greek Way property purchase – MSU previously owned this lot, which is located in the middle of four other MSU-owned lots, so MSU is glad to have the land back in its inventory
  - Tuition and fees were approved
- August BOR agenda
  - Authority to spend more on the Student Wellness Center – bid came in \$18.2M over budget, which will be paid for through low interest loans, and existing reserve dollars, without increasing student fees
- September BOR agenda
  - Long Range Building Program (LRBP) is a state-run program for all campuses – defined process to identify renovations and deferred maintenance that can't be covered with the institution's annual funds
  - Authority thresholds – campus presidents have the authority to approve projects up to \$75k; projects between \$75k to \$500k require Commissioner approval; projects over \$500k require BOR approval
  - Approval of operating budgets

**d. Planning Council Priorities**

- Three FY23 focus goals
  - Goal 1.1 – broaden access to underrepresented populations and narrow gaps for academic success
  - Goal 2.4 – elevate expectations for scholarships; in particular, scholarly productivity and recognition
  - Goal 3.3 – culture of collaboration across campus; faculty and staff salary increases fall inside this goal, as does diversity & inclusion and sustainability

**IV. Action Items**

None

**V. Public Comment/Member Feedback**

None

**VI. Training and/or Data Review**

- a. Financial Process Overview – *Megan Lasso, Budget Director*
- b. Review MSU Operating Budget Summary – *Megan Lasso, Budget Director*
  - All operating budgets for the MUS
  - Student activity fees help students to run their own programs (i.e., Procrastinator Theater); ASMSU has a roughly million-dollar budget to manage approximately 20 programs; MSU administration does not allocate these (the dollars simply pass through MSU)

- Unrestricted funds, instructional funds, state funds, general funds are all terms for the same thing (related to tuition, program fees, state appropriations)
- State support includes legislature appropriations and the 6-mil approved by taxpayers
- Tuition makes up more of MSU's revenue than our state share
- \$235M total budgeted revenue for FY22
- Headcount vs FTE (full time enrollment); net tuition per student FTE is important number
- MSU covers about 30% of the "state percent share"; MSU receives approximately \$1,700 less per student than U of M; MSU's non-resident numbers are higher, which drives down our state percent share
- 53% of budget for instruction (BOR target is 50%); U of M is around 47%
- 75% of budget for instruction, student support, and student services (BOR target is 70%)
- Student:faculty ratio is 17:1
- Large incoming class of Western Undergraduate Exchange (WUE) students, WUE rate is 150% of resident tuition (excellent deal for student, because our resident tuition is so low)

Meeting was adjourned at 4:59 p.m.

**Next Meeting: TBD**