Please note: Budget Sub Meet & Confer agendas and supporting documents are located on web site http://www.mnsu.edu/finadm/submeetconfer/

Attendees: Rick Straka, Chair, Mary Bliesmer, Co-Chair, Don Larsson, Kitty Foord, Ellen Mrja, Gary McKinley, Mike Menne, Mike Hodapp, Deb Schulz, Kevin Buisman, Marilyn Fox, Avra Johnson, Rosemary Kinne, John Knox, Michael Miller, Warren Sandmann, Steve Smith, Margot Zelenz and Vickie Hanson.

1) Changes or Additions to the Agenda – There were no changes or additions to the agenda. The minutes were approved from last month’s meeting.

2) Student Learning Outcomes-Mary Bliesmer
Jackie Lewis with the Assessment Committee asked that this be on agenda for budget and planning. Learning Outcomes are as follows:

- Academic Achievement
- Civic Engagement
- Communication
- Critical Thinking
- Global Citizenship
- Multiculturalism/Diversity
- Self-Directed Learning

Comments were made to proof read “Civic Engagement”. These will go into effect after being approved and are tied into the nationwide effort to create certain institutional standards for graduates.

3) Parking Budget-David Cowan
On the parking budget handout Column 8 estimates for 2010-11 an income of $1,307,020 divided into different components. The biggest part is parking permit revenue of $775,000. Fine collections are estimated at $235,000. There are about 18,000 citations issued each year. We anticipate revenue of $22,000 in meters and the pay lot of $225,000. We have seen a drop in pay lot night time revenues with the nighttime bus service. Spending is also down (lowest in five years). The Parking Advisory Committee is recommending some changes in the fines. For the $15 standard fine with $12 early bird payment their recommendation is $20 with $15 early bird. Most fines are paid on the early bird. The $25 fine would go to $30, with early bird going from $20 to $25. Bus costs of $76 now will increase 2.63% to $78.

The committee is not recommending at the Public Hearing on March 18 any increase in permit costs.

VP Straka added that we will want to have 5-7 year long-term plans so that when we implement the master plan we will have parking plans. Looking ahead when Gage comes down and the new residence hall. How are we going to fund the development of the site fund? How much can we ask for from bonding for that demolition? This will be the first major parking changes for the university.

The new residence hall is in the design phase now with construction starting spring 2011. Students should be in the new 300 beds the fall 2012 with us brining Gage offline fall 2012.
Gage holds 1,200 and Sears 600. We could be down 300 beds. Res Life is looking at possible private/public partnerships and running off-campus housing if the demand is there.

4) Non-Academic Budget Planning for FY12

Decisions were made on March 1 on what academic programs would be eliminated and which programs would take reductions. That’s only half of the process for where we will need to get for FY12. The other half will be the non-academic side. In order to meet the deadlines for the IFO agreement we had to get the academic decisions made by March 1. The next contractual deadline would be for ASF members. Permanent ASF members if affected would have to be notified 180 days in advance. If we want to reduce permanent ASF members they need a 180 day notice, which would be January 1, 2012. Other deadlines with bargaining units are 6 months for excluded managers, and 45 days to 30 days depending on bargaining unit. **Note: Factual correction. Permanent ASF members need 270 days so process must be completed by September 30. ASF would like first Meet & Confer in July.** We are looking at a process with the timing for non-instructional staff decisions to be made by December 31 next year. Starting with proposals brought to the November Meet & Confers and December Meet & Confers. Primary decisions will be made by November 1, 2011. Hopefully at the April Meet & Confer there will be more of a layout on the process. We won’t be using program metrics systems like used on the academic side, as it doesn’t fit the non-instructional (support services) units. We will be using something that is fair and not using across the board cuts. There are a number of services that are critical to the university that would not be looked at.

On the House side we are looking at $10M plus reductions. U of M is taking a $32M hit for FY11 and MnSCU a $10M hit. That goes back to the level of funding received 2006. The target amount is reductions of $6-$10M. Academic Affairs will have $8M in reductions (includes instructional and non-instructional) and on the non-academic side $1.5M-$2M in reductions (5%-7%). These are guidelines for planning purposes. The President does not want this to be an across the board cut. Next month at the Meet & Confers we should be coming out with a timeline for this process.

Estimating for FY12 a hit to MnSCU of $100M and MSU Mankato $6-$10M. It will be 13 months before we know where we will be and what our impact is.

VP Straka has talked with other colleagues in the System and we are a year out ahead of most people. A couple of institutions will be making decisions this summer. Programmatic decisions for them will probably happen next year. Some will be looking at dramatic one-time solutions in FY12, like no equipment budgets, library acquisition budgets, travel and no R&B spending. Two year institutions have had 10% increases in enrollment. To stabilize their budgets they plan to use enrollment growth money.

The question was asked about closing campuses. VP Straka, it would be a fair statement that there aren’t any legislatures that are ready to go that route yet. It’s more likely we are going to see a push to regionalization in certain support services.

5) Draft of FY11 Prioritized Institutional Equipment (Rosemary Kinne)

A subcommittee of Budget Submeet & Confer met and came up with a draft of the proposed institutional equipment list for FY11. The first 17 items on Page 1 are the items proposed for funding for FY11. On Page 2 are the items prioritized if additional funding becomes available. On Page 3 are items removed that don’t meet the criteria for funding (capital asset $5,000 or #46 (software) not an item funded through institutional equipment and #49 funded through agronomics. This will be presented at Cabinet for final decisions on funding for FY11. Rosemary thanked the committee as they were really engaged in making the decisions.
The meeting was adjourned.

**Factorial correction
Permanent ASF members need to be notified 270 days prior to any reduction. This would begin the process September 30, 2011 with a decision by December 31, 2011. This is 90 days sooner than we talked about.

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April 22, 2010 1:30 p.m. in CSU238