

BUDGET SUB MEET & CONFER
THURSDAY, OCTOBER 4, 2007
1:30 P.M. – CSU 238

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, Jean Haar, Co-Chair, Michael Bentley, James Bailey, Mary Bliesmer, Stephen Larson, Diane Richards, Matthew Clay, Sharon Sandland, Sandi Jessen, Mike Hodapp, Lynn Akey, Kevin Buisman, Avra Johnson, Scott Johnson, Rosemary Kinne, Michael Miller, Steve Smith, Pat Swatfager-Haney, John Winkworth, Margot Zelenz, Jason Schilling and Vickie Hanson.

Introductions took place and the agenda was approved.

1. Discussion Items

Vice President Rick Straka presented the charge of the group being to discuss the budget and financial side of the University. There will be some presentations this year, but more dialogue should take place. He would like to see more participation in discussion and more interaction from the group than in the past.

A **handout** of “Frequently Asked Questions” was distributed and discussed in length. (See handout)

- Bonded projects MSU pays 1/6 of project over 20 years (debt service obligation)
- HEAPR is fully funded by the legislature and includes such things as roofs, infrastructure, hvac, window, plumbing, electrical, etc.
- Main project is current Trafton space at \$29M (ranked #2 in the system)
- Enrollment causes the stretching of faculty. Growth to fund the difference or reallocation is necessary. The revenue stream has to be in balance.
- Can't balance the budget on new entering freshman

2. FY08 Budget (See handout for budget assumptions)

3. Indirects Process (Facilities and Administration Costs) (Handout)

Rosemary Kinne- There is a lot of money not being spent each year and we want to make it easier to apply for funding. A group has been meeting for the past two years to come up with better language for the process. Anne Blackhurst and Michelle Washington-Carter have done a lot of research. Awarding has been as follows:

- 30% pre-award grant
- 10% library
- 50% to college
- 10% Student Affairs or Finance & Administration

The carry forward balance of any unused F&A funds by colleges, divisions or pre/post award offices will be moved to the Grant and Contract Incentive Fund the following fiscal year unless a plan for the use of unexpended funds is submitted to the Budget Office.

The purpose is to find ways to better fund the resource. Lynn Akey asked if the process will be reviewed on a regular basis. Rosemary said every two years to see how it is working. Each college/division should have their own process in place on getting the information out.

4. Open Discussion:

Charge of the Committee-See comments above in Discussion Items

Process of Reallocations-This will be tabled until the next meeting

Linking budget, planning and assessment-Assessment SubMeet & Confer is working with Faculty Association to get a constitution change to have similar groups to interact like Budget Planning and Budget Planning & Assessment.

5. Other Items

A suggestion was made to print handouts back to back.

Meeting was adjourned.

The next meeting will be November 6, 2007 at 1:30 p.m. in CSU238.