Attendees: Rick Straka, Chair, Mary Bliesmer, Co-Chair, Kevin Elliot, Ellen Mrja, Mahbubur Syed, Daardi Sizemore, Gary McKinley, Mike Menne, Mike Hodapp, John Caven, Kevin Buisman, David Cowan, Marilyn Fox, Avra Johnson, Rosemary Kinne, John Knox, Michael Miller, Warren Sandmann, Walt Wolff, Margot Zelenz, Carol Stallkamp and Vickie Hanson.

The minutes from the previous meeting were approved.

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) **Proposed Program Evaluation Metrics (Mary Bliesmer)**
   Metrics were discussed at the Joint Planning meeting and will be on the Meet & Confer agendas. At the Joint meeting people tagged and prioritized the ones they felt were most important:
   - **Mission**-Strategic priorities
   - **Quality**-Accreditation/Program Review
   - **Cost**-Comparison with Peer Data (IPEDS) and Cost per Student FTE
   - **Enrollment**-Student Credit hours per FTEF and Growth Rate trends
   - **Employability**-Placement rates

   Rick Straka-In January and February we will be looking at putting this into quantitative data. The state budget issues and funding are the reasons for the review. We are looking for your comments and feedback. There was a lot of discussion and comments made on how to measure mission centrality? It was decided that more work needs be done on rating and scoring. Rick will take back concerns of the group on Mission Centrality to Cabinet.

3) **Master and Doctoral Graduate Assistants (Rick Straka)**
   Differential tuition has come up as we have expanded our use and have gotten our doctoral programs going. Issue being the university matching tuition stipends. Part of a graduate assistantship is that they receive a cash stipend and get a tuition waiver. The difference in a doctoral or MBA tuition waiver to the institution differential is that we can see a doubling or more of what the impact is. Even though we are hiring the same amount of assistants, as we start to add more tuition differentials that are heavily impacting the cost to the institutional central budget of that tuition waiver as we hire more students that are within those areas. When it was a program we could eat it for a while as a $10,000-$20,000 difference, but now we are looking at a $70,000 to $100,000 difference in tuition waiver budget costs. Between people we are at a basic graduate rate versus differential graduate rates for graduate and post-graduate education.

   As a thought item, “how do we deal with this as we move forward”? Do we say this is just a cost of our new mission and the new way that we are funding those programs or do we look at another option of a graduate assistantship being eligible for any program, but you will be reimbursed for the basic graduate tuition rate only, not for the full rate of a particular doctoral or other tuition differential program.
This is a growing concern in our budget and even more of a growing concern as we start to roll out future additional tuition differentials. There’s a hidden cost departments don’t see the tuition waiver. We maintain that at a central level. It started out as a couple of students in a program and now is equivalent to a full-time professor’s salary issue.

We don’t control it but have to guess how much it will cost each year. It’s recorded as full tuition revenue and also as an expense. When we are doing our budgeting it is a net expense. Tuition differential ends up in programs to use for the different types of expenses that are required to do the program. It’s generally not a match between the graduate assistantship cost of tuition as they are not always working in the program they are studying. We fund those with a central tuition waiver budget.

This is something that we will have to address as we continue expanding the tuition differential use.

4) **Budget Outlook from the State (Rick Straka)**

Neither the Governor nor the Legislature will be taking immediate action on the forecast. All indications point to wait until the February forecast comes out in March. Then they will take a look at how they will react to this in the session. The House Capital Investment has said that the goal is to get a bonding bill passed quickly and then they could use March and April to talk operating budget. They would like to get a budget out as a stimulus bill. Constitutionally they don’t have to address this until a year from now in the session before they leave at the end of the biennium. They will do something in this session, otherwise the Governor may do more unallotments. There is a $1.2B issue that the State of Minnesota will have to deal within the next 18½ months.

5) **Budget Website (Rosemary Kinne)**

There has been a few questions about instructions cost study and our institutional research databook so it was suggested to put links on our budget website to all of those locations for the items listed below.

- **Links to Budget Planning Documents:**
  - Instructional Cost Study-Questions to Rollie Rowe or Steve Smith
  - MSU Institutional Research Databook-Questions to Rollie Rowe
  - MnSCU Allocation Model
  - MSU Financial Statements-Questions to Steve Smith

Information on IPEDS (National Education Center Database) will be shared with the group at the next Budget SubMeet & Confer. IPEDS data includes all sources of revenue and measures us with other institutions.

6) **Subgroup for FY11 Institutional Equipment (Rosemary Kinne)**

The following individuals will be on the FY11 institutional equipment committee to determine the distribution of $.5M of funds available in the budget for distribution. Ellen Mrja, John Caven, Gary McKinley, Mike Menne, Margo Zelenz, Daardi Sizemore, Warren Sandmann, Malcolm O’Sullivan and Rosemary Kinne. The committee will begin meeting in early February.
7) **Report on Subgroup of Indirects (Rosemary Kinne)**

Good news to report that $191,999 was awarded to 6 of 18 proposals submitted for indirects. The following projects were awarded funding:

- Portable Structural Health Monitoring System
- MSU and Industry Partnerships Utilizing Technology Student Interns
- Center for Transportation Research and Implementation
- Active Compensation System for Electromagnetic Interference
- Acquisition of Fluid Inclusion Stage for Research and Training in Geological Sciences
- Minnesota State Modeling and Simulation Center

The awarded proposals have from January 1-December 2, 2010 to spend the money. Any questions can be directed to Rosemary Kinne or the Research Office. Follow-up letters will be sent to the individuals that submitted proposals but did not receive awards.

**Other:**

The meeting was adjourned.

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**Next Budget SubMeet & Confer**  
**February 9, 2010  1:30 p.m. in CSU238**