



Planning Sub-Meet and Confer
Thursday, September 20, 2018 (1:00-2:30 p.m.)
NOTES

In Attendance: Lynn Akey, Brook Burk, Michael Olsen, James Rush, Andi Lassiter, John Thoenke, Marilyn Wells, Jason Bruns, Matt Loayza, Steve Smith, Paul Corcoran, Mark Johnson, Linda Alvarez, David Jones and Brook Burk. Guest speaker Steve Stoyhoff. Recorder, Angela Bosacker.

Welcome and Introductions

Reviewed the Sub-Meet Charge Handout to facilitate institution-wide planning and is the University's consultative planning body. Activities of the Planning Sub-Meet and Confer:

- Engage in a regular review of the University's vision, mission, values, and goals.
- Affirm that the University's planning processes align with and support the University's vision, mission, values and goals.
- Collaborate in the creation and implementation of the University's core planning processes
- Support of the University's core planning processes
- Coordinate and intentionally link the planning processes of the Budget, Assessment and Evaluation, and Planning Sub-Meet

Graduate Student Enrollment Management Plan Update (Steve Stoyhoff)

Graduate education and research has led to commissioning Graduate enrollment plan

Work group started meeting in spring and continue to meet during the summer including 4 all day work sessions which constructed the document handout today.

Appendix A tentative proposed campus schedule – will continue to be defined

- Page 2 links schedule and request presentations
- Link for feedback
- Niches – develop a plan (how do we know where do we find niche areas- IPEDS peers which Appendix B summaries)
- Interviews as a source of insight from peer institute and then
- 90% grad programs – online enrollment
 - Niche programs need to be launched quickly
 - Short shelf life

Strategic Budget Planning Evaluation Process (Lynn Akey)

- Reviewed Handout – Our General Fund Strategic Budget Planning Process: What's Next?
 - Document will be revised and be brought to Meet and Confer October 11, 2018.
- Work Group:
 - Break into three groups
 - Extend time line for the work groups to complete their work
- Identification of Work Group Representatives
 - If you are interested in serving on the work group please contact Lynn Akey or Brooke Burk.

Armstrong Hall Pre-Design Update (Paul Corcoran) The recommendation is to replace Armstrong Hall with a smaller new building 100,000 SF. Armstrong Hall will be demolished. Minnesota State University, Mankato, is requesting \$6 million in design funds in 2020 to begin the project that, in the end, will result in a grand total Project Cost of \$73.8 million over six years, with completion in 2026.

- 50% was submitted August 1, 2018
- 95% is due tomorrow

Comprehensive Facilities Plan Update (Paul Corcoran) Facilities Master Plan

- Vender selection is a 2.5 month process.
- Currently there are 5 proposals we do have room for one more (limited to 20 pages double sided)
- RFP is public
 - Would like a representative from this group to serve on the RFP
 - Sept 27, 2018 is the next meeting

University Contracts (Steve Smith)

Reviewed Large Contacts Review Schedule Handout:

Discussed Contract Process and mapped out which contracts should be reviewed by this body.

- Wells Fargo Mav Card Banking Partner / Branch Location:
 - University's that receive Federal dollars have additional requirements/reporting
 - May seek a one year extension to buy time before doing a full RFP
- Athletic training RFP came up this summer and is currently being scored

Strategic Enrollment Management Plan Update (David Jones)

The University has tried many different strategies over the years to improve the graduation rate which were student focused, the new plan is going to focus on the University barriers that may prevent students from graduating on time.

Future Meeting Dates:

September 20, 2018; 1:00-2:30 p.m.; CSU 204

November 8, 2018; 1:00-2:30 p.m.; CSU 238

December 6, 2018; 1:00-2:30 p.m.; CSU 238

February 7, 2019; 1:00-2:30 p.m.; CSU 204

March 28, 2019; 1:00-2:30 p.m.; CSU 204

April 11, 2019; 1:00-2:30 p.m.; CSU 204