

Planning Sub-Meet & Confer

Meeting Notes

Thursday, January 22, 2015

1:00 – 2:30 – CSU 238



Attendees

Lynn Akey, Ron Fields, David Jones, Pat Nelson, Mahbubur Syed, Scott Page, Daardi Sizemore, Steve Smith, and Patricia Young.

Guests: Ed Clark and Mark Constantine.

Agenda

Welcome

- Scott Page provided a welcome for the sub-meet.

Centers and Institutes (B. Ries)

- Barry is continuing the process from Don Friend
- Barry wanted to know from the members any pressing issues or information that they thought he should know.
- Scott Page stated that there were more questions than answers. There are many "centers" on campus. Who funds these centers, who has voting rights, and is anything awarded by these centers.
- There is no concrete idea of what a center is and no policy/procedure on how to build a center/run a center, and how new centers are created.
- The conversation went back to the definition of "center", what is the criteria, definition, policy/procedure, evaluation of the center, who to evaluate/report too, what are the guidelines/protocol when it can be called a center or institute.
- Guidelines, Definitions, Protocols, Policies, and Procedures - These might be adaptable from somewhere else.

Budget Projections and Planning (R. Straka)

- Spring enrollment is down from the fall. Immediate changes in tuition/enrollment affects overall
- The shortfall is prevalent in the whole MnSCU system as a whole.
- There have been campus discussions on values/priorities, and budget/planning and assessment. No decisions have been made yet.
- More campus dialogue needs to happen. The Strategic Priority Funding Proposals will continue on as for now. Funding could possibly be reduced.
- The General Fund reserve is healthy and strong.

Dining Contract (M. Constantine)

- Dining Contract is in year 9.
- Survey went out and now they are gathering the information. Financials were talked over with Rick Straka and Steve Smith. Feedback was sent back to Invisions Strategies. They will then assimilate all the information that was given to them. We hope to be all done with this by March 2015.

Information Technology Planning Update (E. Clark)

- Teams have been set up through governance bodies.
- Process and Execution Tools: Portfolio Management Process (PMP) and Software/Data Advisory Committee (SDAC): These groups discuss how to bring on new services and how to retire old services with a fixed budget. There is always a new need for licensing, new software, etc.
- ITS intersects with all the departments/areas/colleges. More conversations are constantly happening. There is an academic and campus need for direct feedback.
- Some departments contribute to costs of software, license, etc. More requests keep coming in and these keep rising in costs.

Strategic Priority Funding Presentations and Full Proposal Review (L. Akey)

- The old and new proposals are located on the website to review. There will be a link to review the presentations as well.
- The deadline to complete your evaluations is Friday, February 6, 2015.
- Presentations are usually an overview of the proposal. Please review proposals beforehand.

Integrated Academic Planning: Phase 4 & 5 Update (L. Akey)

- We are now in the first cycle of campus review of Phase 4.
- 2nd cycle of campus review will begin in March-April 2015.
- Phase 5 (Planning document established and published) will begin August 2015.

Update Items

Extended Education (2/5/15)

University Advancement (3/5/15)

Future Agenda Items

Future Meeting Dates:

Planning Sub-Meet and Confer (Thursdays, from 1:00 – 2:30 pm in CSU 238, unless noted)

February 5, 2015

March 5, 2015

April 23, 2015

Strategic Priority Funding Meetings

Wednesday, January 28, 2015, 1:00-3:30pm, CSU 238, SPF Presentations

Friday, January 30, 2015, 2:30-4:30pm, CSU 238, SPF Presentations

Tuesday, February 10, 2015, 8:30-10:00am, CSU 202, Recommend Proposals to Cabinet

Joint Budget, Planning, and Assessment & Evaluation Sub-Meet and Confer

Thursday, April 2, 2015, 10:00-12:00pm, CSU 245