Minot State University
Strategic Planning and Budget Council
March 31, 2020
Minutes

Committee Members: Laurie Geller (Chair), Jacek Mrozik, Cari Olson, Teresa Loftesnes, Katie Tyler, Mike Linnell, Deb Ringham, Nicole Wald, Linda Cresap, Ann Beste-Guldborg, Warren Gamas, DeVera Bowles, Sayeed Sajal, Janel Bortoluzzi, Cole Brose

Agenda

1. Review the revised format of the strategic plan and consider updates to the action items and metrics under the goals. The document is in Teams.
   a. The Recruit and Enroll team will update the action items and metrics for Goal 2.
   b. The Retain and Graduate team will update the action items and metrics for Goal 3.
   c. Thus, we need to focus on Goals 1, 4, 5, and 6. Maybe we can divide and conquer or we can determine who should be part of updating those items.
2. Last time we (kind of) discussed, but didn't get far on, the following. I don't know that we can make much progress on these, but maybe I am wrong.
   a. Create process for vetting new academic programs—No new programing should be brought forward without some type of review, needs assessment, etc. SPBC could vet these proposals before any requests go through the current curriculum approval process.
   b. Set minimum limit on budget requests that go to SPBC—A number of small requests were made that SPBC thought could be funded by the unit's budget. Thus, requests that are less than a set percentage of the unit's budget (e.g., 10%) should be considered within that unit's operating budget or sought through another means.
   c. Allocate all new marketing and recruiting funds to these offices, respectively. A protocol will be created for academic units to apply for support for their areas. Protocol will include proof the request will increase bottom line. – Let Recruit and Enroll Team work on this for now.
   d. Space requests—Formalize and communicate a process for space requests and associated costs. Should SPBC, President's Staff, or another body review and make recommendations or decisions about space? This process is not clear and typically requires feedback from Facilities and other offices.
3. Other