



**Minot State University  
Strategic Planning and Budget Council  
November 18, 2020**

**Committee Members:** Laurie Geller (Co-Chair), Brent Winiger (Co-Chair), Jacek Mrozik, Cari Olson, Teresa Loftesnes, Katie Tyler, Mike Linnell, Deb Ringham, Nicole Wald, Linda Cresap, Ann Beste-Guldborg, Warren Gamas, DeVera Bowles, Darren Seifert, Jorge Talamantes Baez, Cole Brose

**Meeting Minutes**

1. October 27, 2020 minutes are posted in Teams folder.
2. Update from retreat planning committee – DeVera, Linda, Jacek, Darren, Katie, and Laurie –
  - Hear all voice via a three-stage process.
  - Covid, technology and modalities will be issues.
  - Data collection/campus feedback may include a SWOT, satisfaction surveys, specific surveys, reports.
  - Elephants in the room – prioritization, marketing coordination/structure, SEM, identity crisis, performance/metrics/quantitative goals, professional advisors, online education, undergraduate research, campus restructuring, MSU budget, etc. to consider.
  - Some goals need some clean-up before we have the retreat.
3. Budget overview – Brent Winiger
  - Brent gave a 30,000-feet overview of the budget.
  - **Appropriated funds:**
    - Total Revenues:**
      - FY 16 \$40.2M
      - FY 18 \$35.5M (actuals)
      - FY 19 \$35.7M (actuals)
      - FY 20 \$35.5M (actuals)
      - FY 21 \$36.5 (budget); \$36.7 (projection)
    - Total Expenses**
      - FY 16 \$40.2M
      - FY 18 \$34.6M
      - FY 19 \$33.8M (actuals)
      - FY 20 \$34.8M (actuals)
      - FY 21 \$36.5 (budget)
  - State support is delayed two biennia.
  - **Auxiliaries:**
    - Housing and meal plans are declining. We will lose money on Dining Services this year. Contract will need renegotiated at 288 meal plans; we have 292 meal plans currently.

- Wellness Center Bond Fee no long generates sufficient revenues to make debt service payments. We could go into technical default. It is essential we meet bond covenants.
- All auxiliaries are combined into one pot of money.
- Local fund reserves are declining and are problematic. Do we move some local expenses to appropriated funds?
- FY 22:
  - We cannot rely on vacant position savings like in past years. Auxiliaries and local funds will have a hard time covering their share of wage and benefit increases.
  - May have to move auxiliary personnel to appropriated funds to ensure we don't enter into technical default.
  - Athletics has significantly more students than 3 years ago. We cannot continue to cover the increased costs from local reserves.
  - Trinity Nursing Grant on its last year. Hopefully that is renewed or else we would have to cover about 4 positions.
  - Commitment to new computer science faculty.
  - Committed to replacing school psychology position.
  - Maintenance costs increase every year - \$341K, \$362K, \$482K. Must have another budget increase.
  - Waivers will require a budgetary increase. We budget about 10% of tuition revenues for waivers, but this year we will end up at 11%.
  - Reserves in most areas are declining.
  - The university's net position declined about \$3M, mostly due to depreciation.
  - Departments that will or can increase revenues but need additional personnel will command high priority. Or those who can increase revenues and NOT need additional personnel are even better.
- Conclusion:
  - Available funds for budget increases will depend on enrollment and the legislature. Both face headwinds. The state will start \$735M in the hole to start the biennium. Any new funds available for requests will be modest at best.
  - Governor's budget recommendations come out December 3, 2020. With 10 workbooks not yet returned/finalized, 20 additional FTE positions have been requested.
  - SPBC should focus on what will add to the university's bottom line.
- Q&A:
  - Discussion about tuition and fee increases.
  - The only way to increase the budget is with more students. It would be good to have administration's thoughts about increasing enrollment before we talk about budget presentations.
  - What is the point at which we need to stop adding athletes?
  - Athletics will spend \$591,000 in the \$1.8M waiver money.
  - Moving auxiliaries to appropriated will create other problems and decisions.
  - The shift to online also has financial and personnel consequences.

- Are more students receiving waivers and scholarship or are fewer students receiving a larger proportion of the money? We need additional unrestricted dollars for scholarships.
- What one thing will increase our enrollment more than anything? Programs that are aligned with students needs and desires and market relevance. We need to be flexible in our offerings. Retention policies need to also focus on upperclass students. We only have two recruiters. Recruit and Enroll Team presentation to Communication Sciences and Disorders should be shared with SPBC and the campus. Brent's information should be shared with the campus.
- The department presentations have been created specific to the department.

4. Budget presentation dates: December 3, 7, and 8
5. Priorities and criteria for presentations – Priority will be given to requests that have the potential to increase enrollment and retention. Departments should present only if they are going to ask for something and if the cost of the request is too big to come from their operating budget. SPBC will not hear requests for salary increases. Presenters should focus their presentations on how their requests increase enrollment and retention; SPBC does not need to hear background information about the department unless it is absolutely relevant to the request. Presenters should stick to their requests and their justifications. Time allotment: 15 minutes for most areas. Those who need more time should request two 15-minute time spots.
6. Communication to campus – Deb Wentz will sign up presenters no later than end of the day Monday, November 23, and then SPBC members will sign up for times to watch and review the presentations. Other

Next meeting: November 24, 2020 at 2 p.m.