

Minot State University
Strategic Planning and Budget Council
November 26, 2019
Meeting 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

Minutes

1. Reviewed minutes from November 12, 2019 meeting
2. Budget presentations Dec. 4-6
 - a. Schedule for presentations and reviewers (3 SPBC members per presentation)
 - i. Members provided times when they could attend budget presentations so a schedule could be built and to ensure coverage of all presentations by more than one member.
 - Nicole – Wednesday 3:00 or later, Thursday
 - Linda – Wednesday and Friday
 - DeVera – Thursday morning, Friday morning
 - Warren – Thursday until 2:00
 - Jacek – Thursday and Friday until noon
 - Teresa – first three presentations
 - Katie – not on Friday
 - Deb – Wednesday, Thursday, Friday
 - Mike – Wednesday morning, Thursday, Friday
 - Cari – any time
 - Ann - ??
 - Sayeed - ??
 - See student schedules
 - b. Guidelines from President’s Staff: No new budget items should be added anywhere unless it adds to the bottom line.
 - c. Other rating scale or rubric?
 - i. Is the request or new or old?
 - ii. Does the request help the bottom line? Does it increase enrollment or have the potential to increase revenue?
 - iii. Is the request a necessity or not?
 - iv. Is the request aligned with the strategic plan?
 - d. Possible times for follow-up meetings to discuss presentations:

Monday, Dec. 9	2:00-4:30 p.m.
Tuesday, Dec. 10	2:00-3:00 p.m. (regular SPBC time)

We agreed to meet until 4:00 p.m. on December 10.

Wednesday, Dec. 11	3:00-4:30 p.m.
Thursday, Dec. 12	12:30-2:00 p.m.
Friday, Dec. 13	1:00-3:00 p.m.

Laurie will send invites if these generally look okay. We can cancel if not needed.

3. Strategic planning retreat update – Possible new format
 - Michael Brooks and the Strategic Planning Retreat Committee revised some of the wording in the strategic plan and added values to each goal while trying to preserve broad categories (the goals) while updating action items and including the ideas generated at the retreat

Upcoming meetings

- Additional budget meetings needed in here (see above)
- December 10
- January meeting(s)
- February meeting(s)
- March meeting(s)
- April meeting(s)