

University of Minnesota Morris Digital Well  
University of Minnesota Morris Digital Well

---

Planning Committee

Campus Governance

---

2-3-2016

## Planning minutes 02/03/2016

Planning Committee

Follow this and additional works at: <http://digitalcommons.morris.umn.edu/plan>

---

### Recommended Citation

Planning Committee, "Planning minutes 02/03/2016" (2016). *Planning Committee*. 80.  
<http://digitalcommons.morris.umn.edu/plan/80>

This Minutes is brought to you for free and open access by the Campus Governance at University of Minnesota Morris Digital Well. It has been accepted for inclusion in Planning Committee by an authorized administrator of University of Minnesota Morris Digital Well. For more information, please contact [skulann@morris.umn.edu](mailto:skulann@morris.umn.edu).

<b>To:</b>	<b>Planning Committee:</b>	Oscar Baldelomar, Brook Miller, Seung-Ho Joo, Sandy Kill, Jana Koehler, Mike Cihak, Helen Juarez, Austin Tipper, Rachel Evangelisto, Bryan Herrmann (ex-officio), Gwen Rudney (ex-officio), Jim Hall (ex-officio), Matt Senger Melissa Bert, Alison (West) Campbell -(secretary)
	<b>Present:</b>	Brook Miller, Seung-Ho Joo, Sandy Kill, Jana Koehler, Austin Tipper, Gwen Rudney (ex-officio), Melissa Bert, Colleen Miller, Oscar Baldelomar, Matt Senger, Bryan Herrmann, Alison (West) Campbell - (secretary)
<b>From:</b>	Engin Sungur, Chair	
<b>Subject:</b>	Meeting Agenda	
	<b>Date:</b>	February 3, 2016 (Wednesday)
	<b>Start:</b>	2:30pm
	<b>End:</b>	3:28pm
	<b>Place:</b>	Imholte Hall 115

## The AGENDA

1. Approval of January 27, 2016 Minutes (5 min.).
  - Action: Approval of Minutes - Yes
2. Final List of Agenda items for Spring 2016, see Appendix 2 (5 min.)
  - Action: For Information

## APPENDIX 2. List of Agenda Items for Spring 2016

<b>TOPIC</b>	<b>Temporary Date</b>
Budget	February 3,10
Metrics and Strategic Planning (Melissa Bert)	February 3,10,17
Regents Scorecard(Draft)	February 3,10,17
City Water Treatment Plan-Implications for Campus (Morris City Manager)	February 24
Pre-designs for the Projects on the Bonding Bill	March 2
HEAPR Discussion-Future Years, Priorities (Bryan Hermann)	March 23 ?
PE Center (RFC)-Discussion on Future Planning (Cost, Feasibility, ...) -Will need to move to later in the semester	March 9
Renewable Energy and Energy Monitoring Future Plans	March 30
Balancing Majors	April 6, 13
Strategic Planning	Continuous
Data Flow Planning	Continuous
Preparation for New Chancellor	April 13, 20, 27
Sightlines Visit <sup>[1]</sup>	March 23

<sup>[1]</sup> A group called *Sightlines* will be coming March 23rd and will be attending/presenting to different meetings and committees throughout the day including the Planning Committee. *Sightlines* has been contracted with us for the past three years, they do facility analysis and facility staffing comparisons. Their data is also being reported in the Twin Cities.

3. Information on UMM Finance/Budget Developments for FY17 (*Bryan Herrmann/Colleen Miller*)
  - Jan. 15th - get budget instructions from Budget Office in Twin Cities
    - 2.5% salary increase
    - Provide with fringe rate
    - System campus will not be increasing tuition even though Twin Cities is by 2.5%
  - Worksheet handed out has to do with incremental revenue sources and expenditures:
    - 1) **Target Reallocation** - President Kaler implemented an Operational Excellence Program – to cut administration \$90 mil or \$15 mil per year. FY17 will be 4<sup>th</sup> of the 6 years – every unit within the University of Minnesota is allocated a number that is our target we have to cut out of our costs – cut dollars out of cost then those dollars come back to your unit to help pay for other increase like the 2.5% salary increase.
      - Need to identify where we are going to cut the \$258,000 – comes from fund 1000
      - Reallocation has to come from salaries
      - Budget Instructions –analyzed every position across university and put them in 3 categories
        - Direct Mission
        - Mission Support
        - Leadership and Oversight group
      - Fitz and Julie from Twin Cities – realize may not be able to come up with extra savings from just the upper levels, therefore, will need to come out of Direct Mission as well
      - Budget Instructions are posted on the Budget Office website – 54 page document
    - 2) **Merit Scholarship Program** – work 2 years in advance to recruit students and those dollars putting toward that program are in our budget (technically not approved yet) but the money is spent and we need to decide to reduce the amount we spend or find the dollars elsewhere
      - Money approved by Twin Cities one year but wasn't acknowledged in the next fiscal year.
      - This year we are increasing Community of Scholars event from 2 days to 3 days and increased \$50,000 distinguished scholarship stipend
    - 3) **Tuition** – project total – we lost more students this year: Fall (2015) Enrolled 1790 students – actual 1741 = \$500,000 short, from fall to spring lost 130 students = Total \$1.1 mil short
      - At the start of the year we estimate what the tuition revenue is going to be and are told by Twin Cities how much O&M money we get in order to hand out to each departments
        - We don't have the money to spend if tuition is low – departments can't spend as much now
        - Choose to use the Contingency Plan to make up the deficit
        - Working under assumption that we have the same number of students in the next fall tuition shortfall would be solved.
      - 1.4 mil less in revenue – we can't continue to keep spending
        - Told by Twin Cities to not increase tuition and to give 2.5% in salaries
      - Is there a planning issue and who's role is it to make budget recommendations? Are we having a retention problem or recruitment? –
        - The Finance Committee will make recommendations of student numbers and budget numbers – based off the constitution
        - FY15 we had a budget shortfall and ended up with 1803 so we were above 1790 and lost 140 between fall and spring –significantly higher than previous years
        - Had more –more students that were eligible for the tuition waver
        - Tuition is based on more than just students –based on the number of credits students take
        - Increase of students taking 12 credits or less
        - Understanding the enrollment projections in the Planning Committee would be beneficial
        - Are we having a retention problem? – Fall 2014 to Fall 2015 we lost 99 first year students

- 4) **Financial Aid** – some relation on how much we are spending on financial aid and tuition - If don't have more students than won't spend as much on financial aid
  - Estimating a savings of \$100,000
- 5) We were originally told that we were going to increase tuition by 2.5% but then budget instructions came out and not going to increase tuition at system campuses. We need to receive some dollars that make up not increasing tuition (**In-lieu-of tuition increase at 2.5%**)
  - Going to give \$322,000 more of O&M allocation this year because we are not increasing tuition rates
- 6) **Fringe rates** – going down in FY17 - University received a pharmaceutical settlement but rates going back up in FY18
  - Plan to increase faculty salary cost - \$100,000 a year for 3 years – with understanding of meeting goals for enrolment, retention and balanced budget.
- Follow ups-
  - \$700,000 resources that have now become available because we paid off our Sequestered Deficit -
    - Use for one of the options to help with the \$1.4 mil deficit but still need to come up with another \$700,000 in additional revenues or less expenditures
    - There was an alternative capital proposal to use \$200,000 of the \$700,000 to invest in classrooms, etc,
  - When you present a budget it has to be balanced – revenues are equal to expenditures
    - \$258,000 – come up with this by attrition (pay new person less than old person) or reorganizations - that savings can be used to pay for someone else increases
      - We don't get the \$258,000 if we don't cut it
    - Difference between balance and actual – we submitted a balanced budget in June 2015
      - Worksheet reflects incremental changes that will happen for next year's budget
  - \$455,488 for salary – build budget by individual person – aggregate number what budget is built on
    - Not every person gets a 2.5% salary increase
  - How much is in the contingency fund right now? - \$2.8 mil but will decrease because of tuition shortfall – by using this fund so we don't have to ask departments to give back the money we allocated

4. *Metrics and Strategic Planning (contd.-Melissa Bert) – didn't get too*