

## University Budget Committee

Tuesday, April 26, 2016 3:00 – 4:30 in MCM 305

1. Welcome by Co-Chairs Hoar and Hecimovic

2. Retention and recruitment initiatives update

Provost Hoar gave an update on the status of the retention and recruitment initiatives. EBC has prepared Strength, Weaknesses, Opportunities and Threat (SWOT) analyses for each item. The document is posted to Box: <https://msubillings.box.com/s/px23b9g88i89cysz9aoe13dxx4dreuyv>. We want to share this document with faculty and staff.

Next steps:

- Need to start to act on these items.
- Not clear who will implement each item; to be determined.
- Set up separate index to track expenditures.
- These items do not add up to total R&R available; amounts will be reviewed and revised
- Read through document and send feedback to Provost Hoar.

Comments:

- 2+2 pathways item. In order to decide which programs to focus on, we need to use external criteria. What is there really a need for? We will start this conversation at a deans meeting and then reach out to faculty and see about developing.
- Program categories are not clear. For example, improving graduate student retention can be seen as student services or as instruction. There is a breakdown of where everything falls.
- The cost has been adjusted on several of the items as part of SWOT analysis. For example, on the advising item, Dr. Nook is working to have Dr. John Gardner present on retention and recruitment and Gateways to Completion (G2C) at opening week of fall semester.
- Who is getting charged with implementing these initiatives? Dr. Nook indicated initiatives will be assigned to the appropriate individuals.
- We need to set up evaluation metrics for these initiatives. What are the starting baselines? Implement and go back to data to see if improvement. This will be part of responsibility of whoever is in charge of each item. Council for Enrollment Management will help set metrics and work out implementation plans.
  - Can we commission faculty to do qualitative studies? There are a lot of junior faculty out there who have not received a grant to pay for their research. If that is the case, may be a win-win situation.
- Keep in mind, these are infusions of funds and they will not necessarily be there again and again. The nice thing in this group of projects - some funding in each and not all in one. If we can

show some are having an impact, those are the ones we want to put base funding behind and keep doing whatever it is. This will give us a way to test a few of these initiatives.

### 3. FY 2016-17 Budget development update

UBC reviewed the *FY17 General Operating Budget by Program after Reallocations* and *FY17 Budget Summary Working* documents.

- Reallocations by program total \$500,203; this is 1.2% of general fund budget.
- Attempting to balance instructional to about 50% of budget. Moved dial from 49.8% to 50.6% instructional. Enrollment reserve of \$750K is in instruction.
- Some items on FY17 Budget Summary Working document are noted as permanent reallocation and some are permanent reduction. This was an oversight. All are now listed as permanent reallocations.
- The Vice Chancellors were given the charge by Chancellor Nook to look at various amounts which might have to be reallocated. The Vice Chancellors came together and agreed to the changes represented in these documents.
- FY18 will be a bit different; our enrollment downturn will impact state support to MSUB in the next biennium.
- Nothing much happens with budget until September when BOR approves it. Budget seen today is what will be sent forward with minor adjustments. One vacant position was removed; no layoffs, no non-continuations for FY16-17 budget.

### 4. Performance Based Funding.

Chancellor Nook has requested the addition of graduate degrees to MSUB's metrics in OCHE Performance Based Funding model. Over the last ten years, graduate degrees have made up 17-21% of MSUB's total number of degrees. The University Campus weighting of metrics requested was 40% undergraduate degrees, 10% graduate degrees, and 50% retention.

### 5. UBC Leadership transition

UBC has had a faculty and an administrator as co-chairs. The sense is this is not imperative to maintain going forward. However, having an EBC and non-EBC representative as co-chairs is important to have in structure.

EBC needs to put forward a co-chair.

Non-EBC nominations:

- Craig McKenzie nominated by Ken Nemeth/

- Vern Gagnon nominated by Tony Hecimovic, seconded by Sarah Keller.

We will vote by survey. UBC members who are not EBC members will vote. Results due May 9th.

6. Meeting Tuesday, May 10<sup>th</sup> from 3:00 to 4:30?

Resources:

- 2013-18 Strategic Plan: <http://www.msubillings.edu/futureu/booklet/index.htm>
- FY 2016 Budget Resources: <http://www.msubillings.edu/budgetoffice/>
- UBC Meeting Summaries
- Budget Resource Book
- University Budgeting 101 presentation slides