

# Minutes of Budget Policy Committee October 9, 2006

## Campus Assembly Budget Committee

Monday, October 9, 2006

3:00-4:15 pm – DAdB 520

**Present:** Don Collins, Guihua Fei, Chris Fleck, Greg Fox, Bruce Gildseth, John Hamlin, Kit Hautamaki, Jim Klueg, Harry Zabrocki

**Excused:** Mary Allen, Steve Downing, Julie Ernst, Pam Enrici, Judith Kritzmire, Jerry Lin, Howard Mooers, Robert Morneau, Debbie Rose, John Schwetman, Shee Wong.

### 1. Introductions

Members introduced themselves.

### 2. Elections of Chair, Vice Chair

Greg Fox was re-elected Chair, and Don Collins was elected Vice-Chair.

### 3. Approval of March 20, 2006 Meeting Minutes

The minutes were approved as written.

### 4. Enrollment Update

Bruce Gildseth gave a re-cap of unofficial enrollment figures for Fall Semester, 2006. Enrollment is 11,190 at this time, which is an increase of 694 students or 6% above last year. That enrollment figure reflects an increase of 361 Duluth public high school students, an increase of 151 freshmen, and an increase of 40 graduate students. While the enrollment figures initially seem high, other factors such as housing capacity and professional graduate student enrollment actually represent a more balanced enrollment snapshot. The enrollment plan for next year is to stay within the 2100 ceiling for incoming freshmen and to maintain a strong focus on retention.

### 5. Executive Summary of Administrative Report

Greg Fox discussed the Executive Summary of Administrative Report, which was produced by the Administrative Service and Productivity Task Forces and Steering Committee. Report was released on August 7, 2006 with the CA Budget Committee copied on August 18, 2006. Greg also mentioned that anyone with suggestions, comments, or cautions on the report recommendations should feel free to bring them up in the meeting or contact him directly.

Items of discussion included:

#### **II. Current Status (pages 2-3)**

\*The Transformational Leadership Program has 24 UMD staff members currently enrolled and working on projects.

\*\*"Shared-service administrative structure" is being proposed as a way of consolidating or clustering administrative work to accomplish tasks more efficiently and as a standardized business process.

\*The "Internal Budget Model" is now in place and Greg may invite VP Pfitzenreuter to an upcoming Budget Committee meeting to discuss this model and its impact on UMD.

#### **IV. Task Force Reports (page 4)**

\*The Single Enterprise Task Force recommends that the University use uniform operating procedures since inefficiencies may result from individuals having too many choices and personal freedom to operate within the system. An opt-out option does exist.

**6. Suggestions for Future Meetings**

Suggestions included Parking, Financial System Development, Chester Park, Rec Sports, and the Stadium projects as future agenda topics.

**The next Budget Committee meeting will be Monday, November 13, 2006, from 3-4:30 p.m., in the Darland 520.**

Respectfully submitted,  
Cheryl Anderson