

Northland Community & Technical College

MMC Advisory Council Meeting Minutes
Thursday, May 6, 2010
TRF Room 545, EGF Room 115, Roseau Site

MINUTES

Members Present: Pam Schorsch, Charles Gray, Michelle Benitt, Nicole Hagen, Kent Hanson, Anne Temte, Becky

Absent: Dave Olsen, Kirsten Michalke (on maternity leave), Kristi Lane, Jerry Schulte.

	Topic	Responsible Party	Discussion/Outcome
ဂ္ဂ	Call to order	Temte	
-	 Professional Development Funds 	Lindseth	Becky Lindseth stated that the amount of funds for MAPE & MMA employees is a discretionary amount set during budget development by administration. In an effort to have a consistent college-wide process to access the funds, it was determined that Julie Fenning would facilitate the development of a process, as she did with an AFSCME Council task force. Pam, Charles and Nicole volunteered to serve on a task force to develop the application and approval process. Becky stated she would be the administrator responsible for approving expenditures from these professional
'n	 Professional Development Training Sites Update 	Lindseth	Becky Lindseth reported that the reason why the training sites were limited to areas where Julie Fenning is stationed on each campus was due to the cost of licenses required for additional sites. She will attempt to acquire two more training sites. Current licenses end July 1 st . Members relayed comments heard from some employees who felt uncomfortable having to take the training in Julie's work area. Discussion was held about selecting another space.
ω	Budget Update	Temte,	President Temte reported that the FY10 budget is projected to end the year with a

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			7. Adjourned at 10:55 a.m.
	The 2010-11 meeting schedule will be developed over the summer.		6. Next meeting
	Charles Gray reviewed several changes in IT that will be occurring over the next 6-12 months. They included: Switching to a Microsoft Network (vs. Novell); college-wide login procedures, security patches, adding printer access around campus, file server changes, instant messaging system, SharePoint, password management system, and many others. The goal for completion of these projects is approximately the end of FY11	Gray	5. Technology Update
	It was determined that all MAPE, MMA & Commissioner's Plan employees would be given an opportunity to volunteer for membership on the Council for the next two-year term. Any current members who are interested in continuing may also express their interest, in the event there are openings in their respective divisions after new members are accepted.	Temte	4. 2010-11 Council Membership
	The UAS grant will be funding several positions, which will be advertised soon. The grant may have a positive impact on the general fund.		1
	Becky Lindseth reported on the BESIs accepted in FY10: (3) support staff; (2) faculty; a total of 12 employees (college-wide) will be separating from the college by June 30 th .		
· · · · · · · · · · · · · · · · · · ·	FY11 budget is currently out of balance by \$625,480. She stated that administration has not yet met the intended goal to reduce personnel costs. She has alerted supervisors to consider what they will be able to cut and what services would be lost if those cuts were made. She reported that the budget will be based on 2,688 net (paying) FYEs. She stated that it is unknown why enrollment increased so much this year, but with the increased hiring at Digi-Key over the next few months, enrollment is not expected to grow as much as this year. Discussion was held on the amount of reserves the college maintains. President Temte reported that NCTC is lower than the MnSCU average. She stated that she does not want to use stimulus funds or reserves to balance the FY11 budget, since FY12 & FY13 are going to be even worse financially. She shared a list of strategies and factors that are being used to develop the FY11, FY12 & FY13 budgets. (all budget documents are attached to these minutes).	Lindseth	

Strategies and Reminders - Budget planning FY 11 - FY13

FY 2011 - Roughly \$600,000 out of balance as of 5/5/10

- Reductions to academic assignments were not as deep as anticipated
- Need to identify further personnel reductions By 5/31/10
- •\$207,000 stimulus will be used as tuition mitigation
- Enrollment will be conservatively estimated at 2688 net FYE w/ 3.5%
- tuition increase
- Budget will be balanced without utilizing additional stimulus funds
- Budget will be balanced without mobilizing reserves
- Hope for enrollment and tuition above estimates move excess revenue

to reserves

FY 2012-13 – "The Cliff"

- MnSCU assumes 15% reduction in allocations over the biennium
- Will need to replace \$207,000 stimulus tuition mitigation
- Will need to fund stimulus-funded positions out of general fund if they
- are deemed necessary to continue (\$225,000)
 Face likely compensation increases (\$500-600,000)
- Face likely benefits increases (\$300-450,000)

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Allocation (Base) Specials NRNR Allocation		878,681,11 188,87		278,881,11 \$ 188,87		878,681,11 188,87		278,881,11 188,87
(EVENUE		8/12/2009		6002/22/6		979 581 11		3/28/201
	GENERAL FUN BUDGET SCENAI FY 2010							010Z/S/ <i>\</i>

GENERAL FUND BUDGET SCENARIO FY 2011 FORECAST

5-May	1qA-√		One Cas Cha - noiteinnoyand east thy
12.30%	12.30%	%09.11	FY11 Base Appropriation - \$12,382,300 REVENUE
10,850,384	10,850,384	009,886,01	Allocation (Base)
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040,47	040,47 857 05	166,87	NRNR Allocation
20,736	967,0S 968,901	957,0S 070,S11	PALS PALS
954 015	989 012	157 415	Info Technology
29,530 29,530	29,530 29,530	167,41S 861,08	Tuition Buydown FY 11 Tuition Subsidy
608,731	608,731	462,171	vbisdu Subsidy بالمرابع
012,41	14,210	14,500	Access/Opportunity Centers for Excellence-BSU
880,62	880,82	25,600	, , , , ,
12,886,583	12,886,583	12,475,593	Hearing Impaired Tearing 10800 gross/2688 net) @ 3.5% increase
ZUV ZUC	701 TOC	701 70C	Stimulus Funds
704,70S	704,70S	704,70S	Totton Mitigation
1,342,183	1,342,183	881,342,183 866 339 30	Other
SEZ'886'9Z	562,856,235	866,966,338	JATOT
			EXPENDITURES PERSONNEL
869,790,61	12,842,638	869,592,638	Personnel
009,71	009'ZI	009,71	Faculty (Column Changes)
000,876,8	000,781,8	000,87£,8	Nonfaculty
20,000	20,000	20,000	Nonfaculty (Step Increases)
100,000	000,001	100,000	Insurance Increase
861,088,91	861,711,91	20,105,138	Total Personnel
773,883,8	081,069,8	842,858,248	Nonpersonnel
000,004	000,00 1	000,00 1	Equipment
773,889,8	081,090,7	842,852,7	
26,563,715	816,702,318	986,868,72	JATOT
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