



Northland Community & Technical College President's Cabinet Meeting

April 19, 2007
EGF Campus, Room 421A
8:30 a.m.

MINUTES

Attendees: Anne Temte, Kent Hanson, Shari Olson, Bonnie Stewart, Becky Holthusen, Cindy Cedergren

Guests present: Dennis Bendickson, Mike Normandin, Jeff Thomas, Mary Fontes, Bob Gooden, Dennis Paesler.

Topic	Responsible Party	Discussion/Outcome
1. FY08 Budget Projections	Dennis Paesler	Dennis presented a projected FY08 budget based on assumptions proposed by MnSCU for increases in salaries, benefits, inflation, etc. He projected an increase in state funding over last year by \$307,971 for inflation. He assumed a 4% increase in tuition rates, plus tuition surcharges. With those assumptions, he projected a \$287,792 deficit. Discussion was held on involving the faculty presidents in the budget process in the future. Administration needs to communicate the budget situation to all employees before the end of the semester.
2. FY07 Budget Reductions	Jeff Thomas, Mike Normandin	Academic Deans presented reductions in the FY07 budget totaling approx. \$45,000, from non-personnel cost centers with substantial unspent funds. Outstanding credit card purchases are unknown until statements are processed. Discussion was held on whether credit card charges can be encumbered into the budget to control over-spending.
3. FY08 Budget Requests – Academic Affairs	Jeff Thomas, Mike Normandin	The prioritized lists for each campus were reviewed and questions were addressed. It was noted that some of the increases in travel budgets could be covered by faculty/staff professional development funds, since all those funds are not typically spent each year.
4. Academic Planning	Kent Hanson	Various topics that were discussed in the academic planning session this winter will need

		to be reviewed and taken into consideration as budget priorities are determined. It was noted that positions in institutional research, program development, and grant writing are also needed.
5.FY08 Budget Requests – Student Services	Dennis Bendickson, Mary Fontes	The prioritized list was reviewed and questions were addressed. Discussion was held on the request for additional financial aid staff and advisors.
6. Budget Request Updates		Cabinet members were asked to send any changes to the budget request priority lists to Julie Fenning. (in cases where the request had changed, been eliminated, or other sources of funding were being sought, etc).
7.Next Meeting		April 26 th at EGF Campus, following the regular PAC meeting. This group will review the prioritized lists from Administrative Services and Outreach and Advancement. The Cabinet will meet again on April 27 th to continue the budget development process.