

# FINANCE, FACILITIES, & TECHNOLOGY COUNCIL

## MEETING INFORMATION

<b>TITLE</b>	Finance, Facilities, & Technology Council		
<b>Date</b>	4-17-26	<b>TIME</b>	9am – 10:00am
<b>LOCATION</b>	EGF 290, TRF 662	<b>RECORDER</b>	Stacey
<b>TRI-CHAIRS</b>	Kalen Wiseth, Clinton Castle, & Stacey Hron		

**Membership:**  Stacey Hron,  Clinton Castle,  Kalen Wiseth,  Chad Sperling,  ADawn Nelson,  Bubba Rockstad,  Tim Bergerson,  Colleen Kukowski,  Holly Deschene,  Tracy Boman,  Joel Ziegler  Heather Koland,  Don Campbell  Dawn Eickman (replacing Shelley)

**I = Info, D = Discussion, A = Action**

## AGENDA

TYPE	AGENDA ITEM	ACTION TAKEN
I	Check In	
A	Current Proposal Requests	
	1. Moving TRF Ag Program Proposal (Clinton/ADawn)	Proposal to move Ag/Animal Science to the west side of campus. Move rooms 705 and 706 to room 109 and attached work room. Proposal will increase space utilization. Space utilization is based on 32 hours per week. Move will take place over the summer and be ready for fall semester. <b>Recommend for Approval</b>
I	Status of Carryforward Proposals – (2024-2025)	
	1. Signs identifying Training Programs – Clinton/Chad	In March- Chad reported the vendor received the sign files on January 30 <sup>th</sup> and is preparing the signs. They should be installed by end of semester. Same look will be mimicked in EGF. Clinton will follow up with Chad to get signs and install them.
I	Committee/Workgroup Updates: <ul style="list-style-type: none"> <li>Safety and Security Committee Updates- Clinton</li> </ul>	Tornado drills were conducted last week. Facilities maintains first aid kits in departments and labs.
I/D	Information Sharing <ol style="list-style-type: none"> <li>Budget Process</li> </ol>	Kalen shared information on the budget. Budget presented with 6% tuition increase projecting a 5% increase to enrollment. Budget has been shared with multiple groups.

		Timeline: Submit by April 29 <sup>th</sup> . Board of Trustee meeting in May and approval by end of May.
I/D	Open Agenda 1. Phase 2 of Aero Roofing project update	<ul style="list-style-type: none"> <li>• Preconstruction meeting last week. Project will start on May 18<sup>th</sup>, staging May 15<sup>th</sup>. Substantial completion is Nov 6<sup>th</sup>.</li> <li>• Starting to move all furniture and equipment from classroom 10. 16 Computers moved to classroom 6.</li> <li>• Faculty cubicles will be set up in 10.</li> <li>• NCAT will be in UAS hangar.</li> <li>• Holly shared- IT Inventory begins next week</li> </ul>
I	Future Proposal Requests and Information Sharing •	
I	Check Out	

PROPOSAL STATUS				
Proposal	Council Recommendation	Date	President	Status
Wellness Rooms	Combine student use room and sensory room on both main campuses and rename it to Relaxation room. The EGF room will be located where the current sensory room is located (room 140). TRF Relaxation room is recommended to move to Library 255b.	3/21/25	Approved	Completed October 2025
Signs identifying Training Programs	Recommend for approval	2/21/25	Approved	
EGF Disc Golf Signage	Recommend for approval	4/18/25	Approved	Completed September 2025
Designated Visitor Parking	Recommend for approval	9/5/25	Approved 9/5/25	Completed October 2025
TRF Nursing Lab & Simulation	Information shared- submit a 1.3 million project for TRF Nursing by 9/15/25	9/5/25	Approved 9/5/25	Info only
Container to replace autobody sheds	Recommend bringing back to the second meeting with additional information on foundation work and budget.	10/3/25		On Hold
EGF – Physical Therapy, classroom and lab updates.	Recommend for approval	12-5-2025	Approved 12/5/25	Info only
Moving TRF Ag Program	Recommend for approval	4/17/25		

NEXT MEETING					
DATE	See you next year	TIME		LOCATION	

3/25/2026						
Personnel Increase	3.75%	3.75%	3.75%	3.75%	3.75%	3.75%
FYE Increase	9%	7%	5%	3%	0%	0%
FYE	1900	1865	1830	1795	1743	1743
Tuition Increase	6%	6%	6%	6%	6%	0%
Revenues						
SO Base Allocation	\$ 11,978,915	\$ 11,978,915	\$ 11,978,915	\$ 11,978,915	\$ 11,978,915	\$ 11,978,915
Tuition Relief Allocation	\$ 1,463,600	\$ 1,463,600	\$ 1,463,600	\$ 1,463,600	\$ 1,463,600	\$ 1,463,600
Other Allocation Support	\$ 1,182,833	\$ 1,182,833	\$ 1,182,833	\$ 1,182,833	\$ 1,182,833	\$ 1,182,833
Access and Opportunity	\$ 154,976	\$ 154,976	\$ 154,976	\$ 154,976	\$ 154,976	\$ 154,976
Rural College Support Allocation	\$ 316,667	\$ 316,667	\$ 316,667	\$ 316,667	\$ 316,667	\$ 316,667
PALS	\$ 57,972	\$ 57,972	\$ 57,972	\$ 57,972	\$ 57,972	\$ 57,972
Debt Service Allocation	\$ 177,720	\$ 177,720	\$ 177,720	\$ 177,720	\$ 177,720	\$ 177,720
Backlog Sabbaticals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Next Gen Contribution (Northlands Cost)	\$ (258,350)	\$ (258,350)	\$ (258,350)	\$ (258,350)	\$ (258,350)	\$ (258,350)
Menstrual Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Leveraged Equipment	\$ 123,781	\$ 123,781	\$ 123,781	\$ 123,781	\$ 123,781	\$ 123,781
Equip and Learn Enviro (leveraged equip)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dev and Exp Industry Sector Programming	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Year End Cost Distribution (Chargebacks)	\$ 610,067	\$ 610,067	\$ 610,067	\$ 610,067	\$ 610,067	\$ 610,067
Basic Needs						
<b>Total Allocation Support</b>	<b>\$ 14,625,348</b>	<b>\$ 14,625,348</b>	<b>\$ 14,625,348</b>	<b>\$ 14,625,348</b>	<b>\$ 14,625,348</b>	<b>\$ 14,625,348</b>
Tuition	\$ 12,688,017	\$ 12,455,209	\$ 12,222,401	\$ 11,989,594	\$ 11,640,382	\$ 10,981,493
Tech Fee	\$ 572,373	\$ 561,871	\$ 551,368	\$ 540,866	\$ 525,113	\$ 525,113
Health Fee	\$ 29,063	\$ 28,530	\$ 27,997	\$ 27,464	\$ 26,664	\$ 26,664
<b>Total Tuition and Fees</b>	<b>\$ 13,289,453</b>	<b>\$ 13,045,610</b>	<b>\$ 12,801,767</b>	<b>\$ 12,557,924</b>	<b>\$ 12,192,159</b>	<b>\$ 11,533,269</b>
Admin Cost Allowance - Financial Aid	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Workforce Development	\$ 461,000	\$ 461,000	\$ 461,000	\$ 461,000	\$ 461,000	\$ 461,000
Miscellaneous	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000
<b>Total Other Revenue</b>	<b>\$ 1,576,000</b>	<b>\$ 1,576,000</b>	<b>\$ 1,576,000</b>	<b>\$ 1,576,000</b>	<b>\$ 1,576,000</b>	<b>\$ 1,576,000</b>
<b>Total Revenue</b>	<b>\$ 29,490,801</b>	<b>\$ 29,246,958</b>	<b>\$ 29,003,115</b>	<b>\$ 28,759,272</b>	<b>\$ 28,393,507</b>	<b>\$ 27,734,617</b>
Expenditures						
Debt Service (Northland + SO Portion)	\$ 355,440	\$ 355,440	\$ 355,440	\$ 355,440	\$ 355,440	\$ 355,440
Chargebacks	\$ 623,430	\$ 623,430	\$ 623,430	\$ 623,430	\$ 623,430	\$ 623,430
Menstrual						
Leveraged Equipment	\$ 123,781	\$ 123,781	\$ 123,781	\$ 123,781	\$ 123,781	\$ 123,781
Equip and Learn	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PALS	\$ 57,972	\$ 57,972	\$ 57,972	\$ 57,972	\$ 57,972	\$ 57,972
<b>Total Allocation Specific Expenses</b>	<b>\$ 1,160,623</b>	<b>\$ 1,160,623</b>	<b>\$ 1,160,623</b>	<b>\$ 1,160,623</b>	<b>\$ 1,160,623</b>	<b>\$ 1,160,623</b>
Personnel	\$ 22,476,848	\$ 22,476,848	\$ 22,476,848	\$ 22,476,848	\$ 22,476,848	\$ 22,476,848
New Positions (HR, OAS x2, Assoc Regi)	\$ 380,000	\$ 380,000	\$ 380,000	\$ 380,000	\$ 380,000	\$ 380,000
Other non-Personnel	\$ 5,249,975	\$ 5,249,975	\$ 5,249,975	\$ 5,249,975	\$ 5,249,975	\$ 5,249,975
Indirect from Grants	\$ (200,000)	\$ (200,000)	\$ (200,000)	\$ (200,000)	\$ (200,000)	\$ (200,000)
<b>Total Other Expenses</b>	<b>\$ 27,906,823</b>	<b>\$ 27,906,823</b>	<b>\$ 27,906,823</b>	<b>\$ 27,906,823</b>	<b>\$ 27,906,823</b>	<b>\$ 27,906,823</b>
<b>One - Time Investments</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenses</b>	<b>\$ 29,067,446</b>	<b>\$ 29,067,446</b>	<b>\$ 29,067,446</b>	<b>\$ 29,067,446</b>	<b>\$ 29,067,446</b>	<b>\$ 29,067,446</b>
Surplus/Deficit	\$ 423,355	\$ 179,512	\$ (64,331)	\$ (308,175)	\$ (673,939)	\$ (1,332,829)

## View results

Respondent

58 ADawn Nelson

08:30

Time to complete

1. Proposal Topic: Insert topic or proposal name:

Moving Agriculture Program on TRF campus to the Science Dept. Room 109 and a Prep Room

2. Pick one or more of the following:

- Information Sharing
- Feedback
- Problem solving
- Needs recommendation

3. **Business Case:** What are the issues/challenges/problems/opportunity that this proposal will provide a solution for? Will it provide improved efficiency for the college for the benefit of students or the community?

In reviewing space utilization, the increase of interest in the program at the college and in need of larger space. It was reviewed to use Room 109 as the "home" base for the agriculture classes along with Prep Room space and the biology lab for some classes.

4. **Background Statement:** Provide background statement on the need that has been identified. Include the need identified, and any prior actions taken in relation to this proposal.

Clinton and ADawn along with a couple of adjuncts have walked down in the area of Room and adjoining prep room 107 to utilize for increase in room size and Presence. This would provide an opportunity to put away and store materials in the ag program. This would give a polished appearance instead of piece together tables, charges, lab benches etc.

5. Select how this aligns with the Strategic Directions and Priorities of the College:

**ACCESS** - Meets students where they are to ensure all have access to high-quality educational opportunities.

- Expand recruitment to underserved populations.
- Provide flexible learning opportunities.
- Remove financial barriers for students.
- Provide clear pathways for students.
- Remove student enrollment barriers.
- Streamline transition from pre-college services to programs.

6. Select how this aligns with the Strategic Directions and Priorities of the College:

**STUDENT SUCCESS** - Improve outcomes, success, and completion through quality programs, advising, and student development.

- Support students in achieving their educational goals.
- Provide high-quality, relevant, engaging, and rigorous coursework.
- Create a vibrant, supportive, and welcoming environment for students.
- Provide exceptional student support services.
- Provide individualized services to increase retention and support learning, education, and career goals.
- Close equity gaps to improve success for all students.

7. Select how this aligns with the Strategic Directions and Priorities of the College:

**PARTNERSHIPS** – Strengthen partnerships with school districts, institutions of higher education, employers, and community organizations.

- Expand collaboration with education partners.
- Increase community engagement.
- Expand employer partnerships.
- Respond and adapt to the ever- changing market and partner needs.

8. Select how this aligns with the Strategic Directions and Priorities of the College:

**ADVANCING EQUITY** – Create an inclusive culture where all can reach their full potential.

- Embody a welcoming and inclusive environment for all.
- Ensure equitable access to resources for historically underserved individuals.
- Ensure our campus community represents a rich array of experiences and viewpoints.
- Establish community bonds through an understanding of our common humanity.

9. Identify and describe Interests

No answer provided.

10. Identify if prior work has taken place or exists

Walk through of facilities, review of usage documents for rooms,

11. Identify key stakeholders and areas of partnership

Agriculture Dept, AnSc, Biology Dept. Facilities on TRF campus.

12. What is the estimated Cost?

RCE credits for someone to clean and organization of the labs before moving into them. Many items have not been touched for several 5+ years.

13. Other

No answer provided.

14. Have you consulted with your supervisor and have supervisor support? (President, VP, Dean, Director)

Yes

No

15. Have you consulted with the supervisor and department impacted by this proposal and have their support? The department members impacted can attend the council meeting to provide additional information and answer questions.

Yes

No

16. Project Sponsor: (Name of the sponsor (supervisor) who will be accountable for this proposal providing the scope and deliverables.)

ADawn Nelson

17. Project Team Members:

ADawn Nelson and Clinton Castle

18. Additional Information

No answer provided.

19. Attach files if applicable

No answer provided.

20. If your project/idea is recommended for further review by the Council. Some of the information you may be asked to provide include cost details, cost savings/increased revenue/cost or proposed timeline.

No answer provided.