

Budget, Administration, & Finance Committee

CHARGE

(all of the following items are enacted through recommendations by the committee to the full Board of Regents)

- Establish budget policy and processes for the Montana University System
- Approve annual operating budgets
- Set tuition and fee rates
- Allocate state appropriations to the campuses
- Establish biennial budget requests, priorities, and initiatives
- Approve the Long Range Building Priority list
- Authorize and approve facility construction projects
- Review and evaluate operating budget metrics and enrollment projections
- Approve financing plans, including revenue bonds and INTERCAP loans
- Review audit reports and findings
- Approve staff and compensation policy and proposals, as well as collective bargaining agreements
- Review and evaluate enterprise risks and strategies

WORK PLAN *(priority areas targeted for FY18)*

1. **BUDGET:** establish a long-range budget model
 - use enrollment projections, peer benchmarks, and expected staffing ratios to establish six-year budget goals
 - improve operating budget metrics and establish standards based on mission type
 - evaluate policies related to budget development/allocation and provide recommendations
 - study faculty compensation, including system-wide comparisons, peer analyses, metrics, and benchmarks
2. **FEES:** establish a taskforce to review and make recommendations for improving the MUS fee structure
 - analyze, consolidate, and update fee policies
 - develop a new system-wide inventory of fees
 - categorize, condense, and consistently name mandatory fees
 - review course fees and propose methods for reduction and conversion to tuition
 - analyze program fees, including peer comparisons, transparency to students, approval process, etc.
3. **FACILITIES/LRBP:** improve central data collection, update policies, and identify strategies/priorities for 2019 Legislative Session
 - develop central inventory of building projects and deferred maintenance

- brainstorm approaches/strategies for next legislative session
- review, update, and improve policies

4. WAIVERS/NEED-BASED AID:

- analyze the use of waivers, discounts, and scholarships provided by campuses (peer comparisons, longitudinal trends, etc...)
- identify institutional means for providing need-based aid, including best practices nationally and analyze the viability of using waivers for need-based aid
- work to establish new reports that better categorize waivers and display trends
- evaluate and update policies and metrics

Biennial Calendar *(list of annual required committee items)*

September 2017:

1. Systemwide/Campus Operating Budget Approval
2. Biennial Approval of Operating Agreements with Foundations (may occur at later meeting date)
3. Annual Pay Plan Implementation (may be deferred to a later meeting date)

November 2017:

1. HB 647, requires all community colleges to submit a plan to BOR if resident enrollment dips below 200 FTE

March 2018:

1. FY19 Performance Funding Allocations
2. LRBP Recommended Priorities – Information Only
3. Present Law Budget – Information Only
4. Student Driven Fees – Information Only (if needed)

May 2018:

1. LRBP Recommended Priorities – Action
2. Present Law Budget - Action
3. Student Driven Fees – Action (if needed)
4. Annual Building Project Authority Status Report
5. Tuition & Fee Increases – FVCC & DCC only
6. Legislative Initiatives – Exec. Planning Process (EPP items approved)

September 2018:

1. Systemwide/Campus Operating Budget Approval
2. Annual Pay Plan Implementation (may be deferred to a later meeting date)

November 2018:

March 2019:

1. New Requests for Mandatory & Program Fees -- Information Only

May 2019:

1. Tuition & Fees – Action
2. State Appropriations Allocations - Action
3. FY20 Performance Funding Allocations – Action
4. LRBP Approval - Action
5. Annual Building Project Authority Status Report
6. Biennial Distribution of Timber Sales Revenue