HELENA COLLEGE
UNIVERSITY OF MONTANA

BUDGET COUNCIL MINUTES
MONDAY, FEBRUARY 10, 2025, AT 2:30 P.M.
DON Lecture Hall Meeting

BC MEMBERS:

- ☒ **Cari Schwen,** Exec. Director of Fiscal Services (CHAIR)
- ☐ **Sandra Bauman,** Dean/CEO
- ☒ **Jessie Pate,** Director of IR & Effectiveness
- ☐ **Jason Grimmis,** Director of Crisis & Emerg. Resp
- ☒ **Amy Kong,** Director of eLearning & Fac. Dev.
- ☐ **Mel Ewing,** CIO

- ☐ **Robyn Kiesling,** Exec. Dir. Gen Ed & Transfer
- ☒ **Tod Dumas,** Aviation Instructor
- ☒ **Larry Taylor,** Anatomy & Physiology Instructor
- ☒ **Patricia Pierson,** Librarian
- ☒ **Paige Payne,** Executive Assistant (recorder)

BC Mission: The Budget Council utilizes broad stakeholder representation to carry out responsible and realistic budget planning that aligns with the strategic goals of our campus and the Montana University System. We strive to foster a culture of financial integrity and collaborative governance, ultimately contributing to the sustained growth and success of our institution.

Helena College Mission: Helena College supports our diverse community by providing the paths and tools necessary to assist learners in achieving their educational and career goals.

Mastermind Discussion Agenda

Review 1/27/25 Minutes

Cost of Attendance Report Approval

The Governor's Budget has made it through the week with no changes from Legislators. They anticipate it being part of a decision package out for vote by month end.

- Present Law Adjustment for MUS of approx. $16 million per year for 26-27. The last biennium was $13 million each year which included insurance holidays. This one is all cash, no holidays. Insurance was added back to base.
- They expect the pay plan to pass as written. That will be funded at approx. 50%. Increases in group insurance (state share) are anticipated to be funded at 100%.
- 12Free is headed to a decision package as part of the K12 incentive plan. If this passes it could permanently add 12Free to our base. The problem is it may not lead to increased funding as the program continues to grow. OCHE will continue looking for surplus funds to shore up heavily hit schools. They are optimistic this will pass.
- MT10 has seen some movement since being removed from the Governor's Budget. There could be a decision package, but it looks unlikely. If there is, there will be substantial cuts to funding.
- There is increased concern about tuition increases. Tyler mentioned possibly getting 2-3% but noted there is no appetite from the Board to pass them. This may end up being a base funded year.

Motion: Jessie Pate moved to approve the current COA with the understanding that it may need to be revised if tuition is not increased. Tod Dumas seconded the motion. Approved unanimously.

Mandatory & Non-Mandatory Fee Discussion

Unknowns to keep under consideration:

- The funding source for Banner's cost increase has not been determined. Cari is hoping for a special dispensation.
- There are upcoming software additions: Slate, Course Leaf, and one other. HC needs to build in fees to cover the maintenance of the software in the technology fee category.
- The Smart Boards have a 10-year life cycle, and the SB are in year 5. Replacement should start in year 7.
- ASHC fees are not going to be part of the 3% increase. ASHC will wait to increase their fees in the off year.

The Budget Council's recommendations are important. The difficult part is deciding whether to fund broadly (Building Maintenance Fee) or more specifically (Computer fee) so funds are earmarked for certain improvements, or to balance the increases on both sides.

Discussion:

- The equipment fee pot which helps us buy equipment is healthy and does not need to be increased.
- Should we increase the registration fee which goes into the current unrestricted by taking $2.50 out of the computer and IT fee.
- Mel was unable to attend today's meeting to provide his justifications for the computer and technology fee increase.
- Cari will forecast the impact of increasing the SUB fee. Is the increase necessary? If the SUB fee is not needed, the recommendation is to increase the registration fee incrementally.
  - **Action**: Check the policy on the registration fee increase. Is it allowable?
- ASHC has to approve all the fees.

Current fee recommendations:

Campus Fee	FY25	FY26	FY27		FY25 to FY26 $$	%		FY26 to FY27 $$	%
Academic Facility Fee	35.00	36.00	39.00		1.00	2.9%		3.00	8.3%
ASHC Fee	35.00	35.00	35.00		-	0.0%		-	0.0%
Building Maintenance Fee	54.00	59.00	62.00		5.00	9.3%		3.00	5.1%
Computer & Technology Fee	110.00	116.00	121.50		6.00	5.5%		5.50	4.7%
Equipment Fee	51.00	51.00	51.00		-	0.0%		-	0.0%
Library Fee	25.50	26.00	28.00		0.50	2.0%		2.00	7.7%
Registration	30.00	30.00	30.00		-	0.0%		-	0.0%
Student Union Building Fee	78.00	78.75	78.75		0.75	1.0%		-	0.0%
Student Wellness Fee	19.00	19.00	19.00		-	0.0%		-	0.0%
Grand Total	**437.50**	**450.75**	**464.25**		**13.25**	**3.0%**		**13.50**	**3.0%**

Technology 2.0 Fee not included due to this being a required change approved by the BOR

Note: Department budgets are due mid-March.

Revenue projection will be completed after Dual Enrollment tuition has finalized.

- The group discussed how the BO projects the future revenue.
  - Use a three-year FTE average.
- Sarah will be invited to a meeting to discuss enrollment.