

**BUDGET SUB MEET & CONFER**  
**Wednesday, September 19, 2012**  
**1:30 p.m. – CSU238**

**Please note: Budget Sub Meet & Confer agendas and supporting documents are located on web site <http://www.mnsu.edu/finadm/submeetconfer/>.**

Attendees: Rick Straka, Chair, Ellen Mrja, Co-Chair, Nancy Fitzsimons, Andy Johnson, Daardi Sizemore, Brian Schneider, Bryan Hoffman, Sharon Sandland, Helen Wenner, Laurie Woodward, Sandra Loerts, Mike Peters, Kevin Buisman, David Cowan, Warren Sandmann, David Jones, Joan Roca, Walter Zakahi, Soyala Lama Shrestha, David Schieler and Vickie Hanson.

**1) Changes/Additions to the Agenda-None**

**2) 12-Passenger Vans (Ellen Mrja)**

At the last Faculty Association meeting the concern for lack of 12-passenger vans and the affect it has on programs such as geology, astronomy, social work for moving students was discussed.

MSU resized their fleet from (15) 12-passenger vans down to (1). These vans were considered problematic across the country and the Federal Transportation Administration put out advisories to not use them. We were also ordered by risk management to get rid of our 15 passenger vans. Our fleet consists of (1) 12-passenger van, 7-passenger vans and sedans.

We have Enterprise Car Rental to use as a backup on the 12-passenger vans, but the driver must be 25 years of age. The rental form can be found on Business Services website at this link:

[http://www.mnsu.edu/vehicles/msu\\_supm\\_tl\\_veh\\_enterprise\\_rnt\\_1\\_guidelines110510.pdf](http://www.mnsu.edu/vehicles/msu_supm_tl_veh_enterprise_rnt_1_guidelines110510.pdf)

There have been challenges with Enterprises limited hours. They are closed Saturday and Sunday and additional charges are being incurred to keep a vehicle over the weekend. MSU is working on negotiating costs with Enterprise on this.

Athletics has switched to using smaller buses and charter buses and there has been budget impact relating to this.

**3) Enrollment (Rick Straka)**

Enrollment is down this year about 200 new entering freshmen and 100 transfer students. This will be a \$1.5M-\$2M tuition impact on the university. Most of the MnSCU schools are down in enrollment. In last year's budget, it was planned that we would be down \$2M in funds this year and it was built into the one-time funds. This is good news to help cover the shortage in tuition money this year.

Enrollment management is the primary concern of President Davenport. Discussion was held at Cabinet on retention and class rates.

**4) Extended Learning Funding Model (Rick Straka)**

The basic concept moving forward is that Extended Learning becomes more entrepreneurial and creates a model similar to summer session. The summer session model has a financial impact and the departments share in the cash flow with a revenue stream back to the departments.

More discussion will follow when Extended Learning comes out with a model in October. There will not be a budget allocation for this and money generated will depend on demand and tuition. Teaching

would come out of the program. The suggestion was made for IFO to go back to their leadership and get their input on ideas for distribution.

**5) Paid Internships vs. Unpaid Internships (Ellen Mrja)**

Discussion was held on the US Dept. of Labor Wage and Hour Division, Fact Sheet #71: Internship Programs under the Fair Labor Standards Act. This fact sheet provides information to help determine whether interns must be paid the minimum wage and overtime under the Fair Labor Standards Act for the services that they provide to “for-profit” private sector employers.

The six criteria must be applied when making this determination:

- 1) The internship, even though it includes actual operation of the facilities of the employer, is similar to training which would be given in an educational environment;
- 2) The internship experience is for the benefit of the intern;
- 3) The intern does not displace regular employees, but works under close supervision of existing staff;
- 4) The employer that provides the training derives no immediate advantage from the activities of the intern; and on occasion its operations may actually be impeded;
- 5) The intern is not necessarily entitled to a job at the conclusion of the internship; and
- 6) The employer and the intern understand that the intern is not entitled to wages for the time spent in the internship.

**Other:**

- David Cowan-Bus ridership is up; Tag along buses are in the plan, but haven't had to use them yet.
- Rick Straka-Thank you for your dialogue and discussion. Appreciate your input.
- MSSA – Thank you for letting us be part of this group. We have heard good things about this group.

The meeting was adjourned.