
AGENCY OVERVIEW**240 Mayville State University****Date:** 12/07/2012**Time:** 13:46:53

Statutory Authority

ND Constitution Article VIII, Section 6; North Dakota Century Code Chapter 15-13.

Agency Description

Mayville State University is a regional, undergraduate institution of higher education with a focus on teaching and learning. The university operates as an institution within the North Dakota University System to provide instructional programs, which prepare students for successful careers as teachers in elementary and secondary schools and for positions in business.

Agency Mission Statement

The mission of Mayville State University is to educate and guide students, as individuals, so that they may realize their full career potential and enhance their lives. We do this in an environment that reflects our tradition of personal service, commitment to innovative technology-enriched education, and dynamic learning relationships with community, employers, and society. As a member of the North Dakota University System, Mayville State University offers undergraduate degrees.

Agency Performance Measures

The North Dakota University System publishes an annual accountability measures report each December, in response to the "flexibility with accountability" expectations of SB 2003 passed by the 2001 Legislative Assembly. Organized according to the five cornerstones of the Round table Report, these annual reports provide a useful framework for focusing the assets of the University System on the high-priority needs of the state. The 2012 annual accountability measures report is scheduled for completion in December 2012, and will be the most current information available to the 2013 Legislative Assembly. This annual document serves as a primary tool for reporting on the agreed-upon North Dakota University System accountability measures and as a vehicle through which the system demonstrates its commitment to enhancing the economic and social vitality of North Dakota.

Major Accomplishments

1. Maintained the five year average of freshmen to sophomore retention at 58.0 percent, which is similar to the national average for four year, open admission institutions.
2. Documented six year graduation of freshmen cohorts from Mayville State and other two year and four year universities and colleges is 47.0 percent.
3. Increased distance degree seeking students by 17.0 percent to 154 since fall of 2009.
4. Increased total distance students by 15.0 percent to 389 since fall of 2009.
5. Built \$1.4 million in operating reserves.
6. Eliminated number 2 fuel oil dependency with a 15 year energy performance contract which funded a coal burning power plant.
7. Reduced campus overall building square footage by 10.0 percent to 369,201 square feet.
8. Assembled comprehensive annual and planned giving team for foundation/university.

Future Critical Issues

The following strategic planning goals will serve as a basis for future University planning. These goals will inform the campus and public of our purposes and intentions and will guide the various campus departments and units as they develop their specific plans. These strategic goals reflect and support the input of faculty, staff, and student while upholding the mission, vision and purposes of the University. The campus has carefully considered the strategic issues facing the University and the needs of North Dakota as stated in the Legislative Round table on Higher Education and the Interim Legislative Study on Higher Education. We have also considered the strengths and challenges, core values, and desired themes of the campus. The Strategic Goals are listed below:

1. Strategic Goal 1: Increase the number of full-time students to 600 and maximize on-campus enrollments with a total headcount of 1300 by fall of 2012 through the appropriate academic enhancements.
2. Strategic Goal 2: Significantly improve the comfort, functionality, efficiency, aesthetics, and safety of the physical facilities on campus.
3. Strategic Goal 3: Enhance a culture of personal service in which the evolving needs of our students and customers are met.
4. Strategic Goal 4: Develop an integrated marketing and communications function that will provide increased visibility, expansion to new markets, and build enrollments.
5. Strategic Goal 5: Increase and improve development and alumni/community relations.

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Departments are identifying strategies, implementing action steps, and monitoring progress on each of the campus strategic goal.

Faculty and staff compensation levels, including employee benefits, continue to improve. Increased compensation funding will enable the State Board of Higher Education to develop appropriate recommendations for compensation along with its strategic plan to fulfill the NDUS mission with North Dakota legislators and the public.

The vast majority of Mayville State's buildings were built in the 1960's or earlier. Aging facilities require ongoing repairs and improvements to provide functional, safe, and accessible, campus facilities for students, faculty and staff. The Capital Project requests and Extraordinary Repair funding will both provide funding to continue to address campus buildings and infrastructure needs.

REQUEST SUMMARY

240 Mayville State University

Bill#: SB2003

Date: 12/07/2012

Biennium: 2013-2015

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Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Budget Request
By Major Program					
Mayville State University	21,465,647	15,509,645	6,679,728	22,189,373	0
Total Major Program	21,465,647	15,509,645	6,679,728	22,189,373	0
By Line Item					
Operating Expenses	11,879,616	12,830,788	932,593	13,763,381	0
Capital Assets	4,260,483	443,505	7,982,487	8,425,992	0
Capital Assets Carryover	0	1,227,707	(1,227,707)	0	0
Capital Projects Non-State Funded	3,674,887	201,500	(201,500)	0	0
Capital Projects Carryover	0	806,145	(806,145)	0	0
Deferred Maintenance	1,650,661	0	0	0	0
Total Line Items	21,465,647	15,509,645	6,679,728	22,189,373	0
By Funding Source					
General Fund	17,790,760	14,502,000	7,687,373	22,189,373	0
Federal Funds	0	76,500	(76,500)	0	0
Special Funds	3,674,887	931,145	(931,145)	0	0
Total Funding Source	21,465,647	15,509,645	6,679,728	22,189,373	0
Total FTE	58.72	62.78	3.00	65.78	0.00

REQUEST DETAIL240 Mayville State University
Biennium: 2013-2015

Bill#: SB2003

Date: 12/07/2012

Time: 13:46:53

Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Budget Request
Operating Expenses					
Operating Fees and Services	11,879,616	12,830,788	932,593	13,763,381	0
Total	11,879,616	12,830,788	932,593	13,763,381	0
Operating Expenses					
General Fund	11,879,616	12,830,788	932,593	13,763,381	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	11,879,616	12,830,788	932,593	13,763,381	0
Capital Assets					
Land and Buildings	0	0	8,067,000	8,067,000	0
Other Capital Payments	0	84,513	(4,818)	79,695	0
Extraordinary Repairs	4,260,483	358,992	(79,695)	279,297	0
Total	4,260,483	443,505	7,982,487	8,425,992	0
Capital Assets					
General Fund	4,260,483	443,505	7,982,487	8,425,992	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	4,260,483	443,505	7,982,487	8,425,992	0
Capital Assets Carryover					
Land and Buildings	0	1,148,248	(1,148,248)	0	0
Extraordinary Repairs	0	79,459	(79,459)	0	0
Total	0	1,227,707	(1,227,707)	0	0
Capital Assets Carryover					
General Fund	0	1,227,707	(1,227,707)	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	0	1,227,707	(1,227,707)	0	0
Capital Projects Non-State Funded					
Land and Buildings	3,674,887	201,500	(201,500)	0	0
Total	3,674,887	201,500	(201,500)	0	0
Capital Projects Non-State Funded					
General Fund	0	0	0	0	0

REQUEST DETAIL240 Mayville State University
Biennium: 2013-2015

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Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Budget Request
Federal Funds	0	76,500	(76,500)	0	0
Special Funds	3,674,887	125,000	(125,000)	0	0
Total	3,674,887	201,500	(201,500)	0	0
Capital Projects Carryover					
Land and Buildings	0	806,145	(806,145)	0	0
Total	0	806,145	(806,145)	0	0
Capital Projects Carryover					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	806,145	(806,145)	0	0
Total	0	806,145	(806,145)	0	0
Deferred Maintenance					
Extraordinary Repairs	1,650,661	0	0	0	0
Total	1,650,661	0	0	0	0
Deferred Maintenance					
General Fund	1,650,661	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	1,650,661	0	0	0	0
Funding Sources					
General Fund	17,790,760	14,502,000	7,687,373	22,189,373	0
Federal Funds	0	76,500	(76,500)	0	0
Special Funds	3,674,887	931,145	(931,145)	0	0
Total Funding Sources	21,465,647	15,509,645	6,679,728	22,189,373	0

CHANGE PACKAGE SUMMARY

240 Mayville State University
Biennium: 2013-2015

Bill#: SB2003

Date: 12/07/2012

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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
Base Budget Changes						
One Time Budget Changes						
A-B 1 Major Capital Projects		0.00	8,067,000	0	0	8,067,000
A-E 1 Remove One time Funding Spec Assess		0.00	(84,513)	0	0	(84,513)
A-E 3 Remove Other One time Funding		0.00	(55,000)	0	0	(55,000)
Total One Time Budget Changes		0.00	7,927,487	0	0	7,927,487
Ongoing Budget Changes						
A-A 1 Cost to Continue		0.00	265,377	0	0	265,377
A-A 2 Inflationary Increases		0.00	272,216	0	0	272,216
A-A 20 2011-13 Adjusted FTE		62.78	0	0	0	0
A-A 3 Base Plus Incr for Extraord Repairs		0.00	358,992	0	0	358,992
A-A 5 Security and Emergency Preparedness		3.00	450,000	0	0	450,000
A-F 1 Remove Capital Assets Carryover		0.00	(1,227,707)	0	(806,145)	(2,033,852)
A-F 2 Remove Base Funding Extraord Repairs		0.00	(358,992)	0	0	(358,992)
A-F 3 Remove Addl Cap Proj Authority		0.00	0	(76,500)	(125,000)	(201,500)
Base Payroll Change		(62.78)	0	0	0	0
Total Ongoing Budget Changes		3.00	(240,114)	(76,500)	(931,145)	(1,247,759)
Total Base Budget Changes		3.00	7,687,373	(76,500)	(931,145)	6,679,728

BUDGET CHANGES NARRATIVE

240 Mayville State University

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Change Group: A	Change Type: A	Change No: 1	Priority: 1
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Cost to Continue

The \$265,377 cost to continue adjustment includes the following:

- \$148,385 - Continuation of 12-13 legislatively funded salary increase @ 3%
- \$116,992 – Continuation of 11-13 retirement increases, including \$17,134 for underfunded increases in 11-13, due to calculation error.

Change Group: A	Change Type: A	Change No: 2	Priority: 2
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Inflationary Increases

The \$272,216 inflationary increase adjustment includes the following:

- \$137,910 - Operating inflation (excluding utilities) of 2.9% for FY14 and 2.4% for FY15, based on projections from Economy.Co
- \$134,306 - Projected utility cost increases & buildings coming online in 13-15, based on recent actual and projected cost increases. Average utility unit costs are estimated to increase 5.8% and 4.7% in the first and second year of the biennium.

Change Group: A	Change Type: A	Change No: 3	Priority: 3
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Base Plus Incr for Extraord Repairs

Currently, the campuses and Forest Service receive \$11,169,089 in base funding for extraordinary repairs, which is equivalent to an overall average of 14.7% of the OMB building and infrastructure formulas. In the IBARS process, we are required to remove base funding for extraordinary repairs (see change code **AF2**). The 2013-15 NDUS budget request includes a total increase of \$281,600 to provide increased base funding for facilities and infrastructure repairs and maintenance, equivalent to 15% of OMB building and infrastructure formulas. The AA3 budget change code includes restoring the base amount removed in change code AF2, as well as the requested increase to reach 15% of OMB formula. Mayville State University's portion of the request is \$358,992. Base funding currently received in 2011-13 is \$358,992, and the requested increase in base funding for extraordinary repairs for 2013-15 is \$0.

A prioritized listing of extraordinary repair projects is included in the extraordinary repairs subschedule (because of IBAR's requirement to do so), however these priorities can very easily change, due to unforeseen circumstances and emergencies. The priority listing is only a best estimate at this time. The actual use of these dollars will be left to the discretion of the institutions (with appropriate approvals by the SBHE where required for projects greater than \$250,000). All NDUS entities will be given the authority to allocate dollars to repair and replacement priorities for regular repair and replacement projects as determined by each entity. The funding will be used in the following areas: Special Assessment payments, \$79,695; Misc Small Projects < \$50K, \$139,648; and Building Exterior Projects, \$139,649.

Change Group: A	Change Type: A	Change No: 5	Priority: 4
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Security and Emergency Preparedness

This request is intended to assist the NDUS in meeting federal and state and/or gubernatorial directives and to protect the lives of students, employees and the public as it relates to emergency preparedness planning and campus security. To facilitate appropriate emergency preparedness planning on each campus, which must be tailored to each individual campus and local and regional law enforcement and emergency services, but coordinated systemwide, the budget request includes funding to support an efficient systemwide approach, where a small team of employees would provide both system and individual campus assistance. The 2013-15 request includes a total of \$555,000 (\$185,000 each) for 3.0 new FTE positions, one each at UND, NDSU and the NDUS office. These three employees, in addition to limited current campus resources, would serve the entire system. In addition, \$50,000 is included for a systemwide train-the-trainer approach for planning and readiness.

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The NDUS currently has over 37,000 headcount students who attend class on campus; about 12,000 residential students living in campus housing; approximately 12,000 full and part-time headcount employees, necessitating adequate 24x7 full-time campus security at each NDUS institution to ensure a safe and secure environment in which to study, live and work. Campus security staff fulfill many critical roles, including: 1.) Building Security (building lock/unlock, access control, key control, central alarm and surveillance monitoring); 2.) Public Safety (fire prevention education, fire inspection, emergency medical services, sexual assault and theft prevention); 3.) Communications (call intake – 911, dispatching services); 4.) Crime Investigation; 5.) Special Security (crowd control, high profile speakers); 6.) Parking Regulation and Control; 7.) Response.

Several factors influence number of security staff: 1.) Student population; 2.) Age and gender profile; 3.) Location of institution; 4.) Number of buildings both on and off campus; 5.) Extent of on-campus housing; 6.) Days/times of classes; 7.) Campus size; 8.) Institutional and public expectations. Given the above need and variables, the budget request includes the following total number of security staff (some of which are currently funded through allocation of campus resources): LRSC, MaSU, VCSU, DCB - 3 @ 24x7; BSC, WSC, NDCS, DSU, MiSU - 6 @ 24x7. UND and NDSU currently provide limited 24x7 coverage, thus no additional campus security funding is requested for UND and NDSU.

Given the amount of current campus resources dedicated to this effort and in consideration of three eight-hour shifts to achieve 24x7 coverage, the net 2013-15 state funding request for nine campuses (except UND and NDSU) is \$4,905,687, and 29.75 new FTE, as follows: BSC \$671,900 (4 FTE); LRSC \$450,000 (3 FTE); WSC \$785,000 (5 FTE); NDCS \$428,948 (1.75 FTE); DSU \$673,870 (4 FTE); **MaSU \$450,000 (3 FTE)**; MiSU \$545,969 (3 FTE); VCSU \$450,000 (3 FTE); DCB \$450,000 (3 FTE).

Change Group: A	Change Type: A	Change No: 20	Priority: 1
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2011-13 Adjusted FTE

Per HB1003 (Section 13), "the state board of higher education may adjust full-time equivalent positions as needed, subject to the availability of funds, for institutions and entities under its control. The university system shall report any adjustments to the office of management and budget before the submission of the 2013-15 biennium budget request." A report was run as of 4-30-2012 to determine the total "appropriated fte" as of that date. Consistent with the methodology used in previous biennia, the current year's annual budgets were used to estimate the amount supported by general fund only, based on the percentage of budgeted general fund revenue to total appropriated revenue. The statistics indicate a 4.06 fte increase from 2009-11 (58.72 fte) to 2011-13 (62.78 fte), in which three new faculty positions in Business, HPER and Music were added in addition to a Development Director administrative position.

Change Group: A	Change Type: B	Change No: 1	Priority: 1
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Major Capital Projects

All details of the major capital projects will be included in the Capital Assets subschedule. The \$8,067,000 request includes the following:

- Old Gymnasium Replacement & Improvements (SBHE #1 Health and Safety Priority project) \$5.8 million GF
- Campus-wide Drainage Improvements \$2,267,000 GF

Change Group: A	Change Type: E	Change No: 1	Priority: 1
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Remove One time Funding Spec Assess

To remove a total of \$84,513, which was appropriated to pay off special assessments in the 2011-13 biennium (HB1003-Section 2)

Change Group: A	Change Type: E	Change No: 3	Priority: 2
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BUDGET CHANGES NARRATIVE

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Remove Other One time Funding

To remove \$55,000 one-time funding for drainage study (HB1003-Section 2). The status of this funding to-date is an engineering study was performed; and is the basis for a campus wide drainage improvement capital project included in the capital projects requests for legislative funding consideration.

Change Group: A	Change Type: F	Change No: 1	Priority: 1
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Remove Capital Assets Carryover

To remove \$2,033,852 capital assets carryover from 2009-11.

- Science Renovation \$1,148,248 GF
- Agassiz Hall \$13,532 OF
- Northwest Hall \$792,613 OF
- Deferred maintenance \$79,459 GF

Change Group: A	Change Type: F	Change No: 2	Priority: 2
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Remove Base Funding Extraord Repairs

To remove \$358,992 base funding for extraordinary repairs. This base amount is being requested for 2013-15, and is reflected in change code AA3. The status of this funding to-date is total expenditures in FY12 is \$286,240 including: Building Exterior, \$95,000; and Misc Small Projects <\$50K, \$191,240. The remaining balance, \$72,752, will be expended for Misc Small Projects < \$50K in FY13.

Change Group: A	Change Type: F	Change No: 3	Priority: 3
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Remove Addl Cap Proj Authority

To remove additional other fund authority, authorized by the Budget Section during FY12:

\$201,500 (Agassiz Hall Renovation-\$106,500; Education Addition Science-Library project-\$95,000)

Change Group: R	Change Type: A	Change No: 1	Priority:
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Remove Initial Funding Request

Removes the initial funding request for MaSU's portion (if any) of the following budget request items:

- Cost to Continue
- Inflationary Increases
- Increased Extraordinary Repairs
- State Priorities
- Security and Emergency Preparedness
- Student Mental Health
- Statewide Nursing Consortium
- Healthcare Workforce Initiative

BUDGET CHANGES NARRATIVE

240 Mayville State University

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Change Group: R	Change Type: A	Change No: 2	Priority:
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Formula Funding Equalization

The Executive Budget includes funding to move the higher education institutions to a cost-based, per completed student credit hour (SCH) funding model. This adjustment equalizes current funding levels to the highest existing per SCH within each tier of institutions. Total funding provided equals \$21,090,261. Three institutions now at the highest level (University of North Dakota, Minot State University, and Williston State College) do not receive additional funding.

Equalized per Adjusted SCH amounts are as follows:

- Two-year Colleges - \$104.88
- Four-year Comprehensive Universities - \$98.75
- Research Institutions - \$66.35

MaSU's equalization payment is \$904,705.

Change Group: R	Change Type: A	Change No: 3	Priority:
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Formula Funding

The Executive Budget includes funding to move the higher education institutions to a cost-based, per completed student credit hour (SCH) funding model. After funding levels were equalized, an inflationary factor of 6.15% per year was added for:

- Cost to continue adjustments
 - Salary and retirement contributions
 - Maintaining extraordinary repair levels at 15% of the OMB formula
 - Medical School class size increases
- 4% annual salary increases
- Health insurance premium increase
- State share of increased retirement contributions
- Operating expense inflation
- Utility cost increases

A factor of 2.5% was added to the non-research institutions for the Student Mental Health and Campus Security initiatives. Additionally, factor of .08% was added to the research institutions to fund the Statewide Nursing Consortium.

The final per Adjusted SCH payment amounts recommended in the Executive Budget are as follows:

- Two-year Colleges - \$117.60
- Four-year Comprehensive Universities - \$110.80
- Research Institutions - \$72.70

MaSU's formula payment is \$1,713,173 and includes 3.00 FTE for security personnel.

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