



1 **Board Policy 5.9 Biennial State Budget Requests and Annual Operating Budget**  
2 **Planning and Approval**

3  
4 **Part 1. Purpose**

5 The ~~board~~ Board of Trustees is committed to long-term stewardship of state fiscal resources. ~~It is the~~  
6 ~~policy of the board to approve biennial budget requests and annual all funds operating budget plans~~  
7 ~~for colleges, universities, and the system office.~~

8  
9 **Part 2. Authority**

10 Minn. Stat. § 16A.10 states that in each even-numbered year, an agency must file its upcoming  
11 biennial budget request. Under Minn. Stat § 136F.06, the board has plenary authority to govern the  
12 colleges and universities and to adopt suitable policies for the institutions.

13  
14 **Part 3. Policy**

15 ~~Colleges, universities, and system office state budget requests and annual all funds operating budget~~  
16 ~~plans for must be approved by the board.~~ State budget requests and annual all-funds operating  
17 budgets for colleges, universities, and the system office must be approved by the board.

18  
19 **Subpart A. Development of a biennial state budget requests**

20 The chancellor shall develop ~~a biennial operating state~~ budget requests for the system after  
21 consultation with constituency groups.

22  
23 ~~The board shall approve the biennial state budget requests.~~

24  
25 **Subpart B. Development of all funds operating budgets**

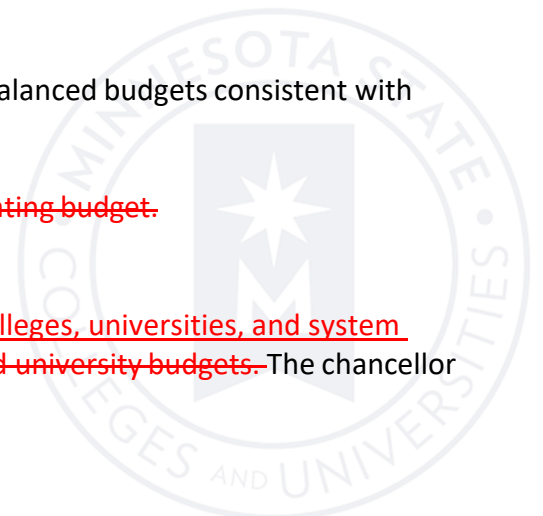
26 The chancellor shall provide a financial outlook and issue guidelines for preparation of an operating  
27 budget to be developed by each college or university.

28  
29 The colleges, universities, and the system office shall prepare balanced budgets consistent with  
30 board policies and system procedures.

31  
32 ~~The board shall approve the systemwide annual all funds operating budget.~~

33  
34 **Part 4. Accountability / Reporting**

35 The chancellor is responsible for monitoring the budgets of the colleges, universities, and system  
36 office and Minnesota State. ~~system, system office, and college and university budgets.~~ The chancellor



37 shall provide budget updates for all funding sources on an exception reporting basis.

38

39 ~~The Each president is~~ Presidents are responsible for monitoring their ir college or university budgets s to  
40 ensure accuracy and a balanced budget.

41

#### 42 **Part 5. Student Consultation**

43 College and university budget development is subject to student consultation ~~requirements~~ as defined  
44 by board policy. Consultation requires the administration to actively engage with the campus student  
45 association in frank and meaningful conversations about issues before final decisions have been  
46 made. Student opinions, ideas, and any formal positions of ~~taken by~~ a campus student association  
47 must be taken into account when decisions are made.

48

49 Requirements include, but are not limited to, multiple meetings with the recognized campus student  
50 association to discuss budget options including changes to tuition and fee rates. Notice of agenda  
51 items and any necessary background materials must be provided in advance of meetings except  
52 under very unusual circumstances.- If the campus student association requests further information, a  
53 response must be provided within a reasonable amount of time, allowing the campus student  
54 association to discuss and take any action desired.

55

56 Letters written to the board by the recognized representative of the campus student association and  
57 describing the annual budget consultation process will be included as part of the annual all funds  
58 budget proposal reviewed and approved by the board.

---

#### **Related Documents**

- Board Policy 2.3 Student Involvement in Decision-making
- System Procedure 2.3.1 Student Involvement in Decision-making

To view any of the following related statutes, go to the **Revisor's Office website**. You can conduct a search from this site by typing in the statute number.

- Minn. Stat. § 16A.10 Budget Preparation
  - Minn. Stat § 136F.06 Powers and Duties
- 

#### **Policy History**

Date of Adoption: 06/21/00

Date of Implementation: 06/21/00

Date of Last Review: 03/16/16 ~~xx/xx/24~~

Date and Subject of Amendments:

Xx/xx/24 – Periodic review resulting in clarification of consultation language.

03/16/16 - Periodic review resulting in technical changes only.

~~Xx/xx/24 – Periodic review resulting in clarification of consultation language.~~

Additional HISTORY.



1 **Board Policy 5.9 State Budget Requests and Annual Operating Budget Planning and**  
2 **Approval**

3  
4 **Part 1. Purpose**

5 The Board of Trustees is committed to long-term stewardship of state fiscal resources.  
6

7 **Part 2. Authority**

8 Minn. Stat. § 16A.10 states that in each even-numbered year, an agency must file its upcoming  
9 biennial budget request. Under Minn. Stat § 136F.06, the board has plenary authority to govern the  
10 colleges and universities and to adopt suitable policies for the institutions.  
11

12 **Part 3. Policy**

13 State budget requests and annual all-funds operating budgets for colleges, universities, and the  
14 system office must be approved by the board.  
15

16 **Subpart A. Development of state budget requests**

17 The chancellor shall develop state budget requests for the system after consultation with  
18 constituency groups.  
19

20  
21 **Subpart B. Development of all funds operating budgets**

22 The chancellor shall provide a financial outlook and issue guidelines for preparation of an operating  
23 budget to be developed by each college or university.  
24

25 The colleges, universities, and the system office shall prepare balanced budgets consistent with  
26 board policies and system procedures.  
27

28  
29  
30 **Part 4. Accountability / Reporting**

31 The chancellor is responsible for monitoring the budgets of the colleges, universities, and system  
32 office. The chancellor shall provide budget updates for all funding sources on an exception reporting  
33 basis.

34 **Presidents are responsible for monitoring their college or university budgets to ensure accuracy and**  
35 **a balanced budget.**

36 **Part 5. Student Consultation**

37 College and university budget development is subject to student consultation as defined by board  
38 policy. Consultation requires the administration to actively engage with the campus student  
39 association in frank and meaningful conversations about issues before final decisions have been  
40 made. Student opinions, ideas, and any formal positions of a campus student association must be  
41 taken into account when decisions are made.

42  
43 Requirements include, but are not limited to, multiple meetings with the recognized campus student  
44 association to discuss budget options including changes to tuition and fee rates. Notice of agenda  
45 items and any necessary background materials must be provided in advance of meetings except  
46 under very unusual circumstances. If the campus student association requests further information, a  
47 response must be provided within a reasonable amount of time, allowing the campus student  
48 association to discuss and take any action desired.

49  
50 Letters written to the board by the recognized representative of the campus student association and  
51 describing the annual budget consultation process will be included as part of the annual all funds  
52 budget proposal reviewed and approved by the board.

#### **Related Documents**

- Board Policy 2.3 Student Involvement in Decision-making
- System Procedure 2.3.1 Student Involvement in Decision-making

To view any of the following related statutes, go to the [Revisor's Office website](#). You can conduct a search from this site by typing in the statute number.

- Minn. Stat. § 16A.10 Budget Preparation
- Minn. Stat § 136F.06 Powers and Duties

#### **Policy History**

Date of Adoption: 06/21/00

Date of Implementation: 06/21/00

Date of Last Review: xx/xx/24

Date and Subject of Amendments:

Xx/xx/24 – Periodic review resulting in clarification of consultation language.

03/16/16 - Periodic review resulting in technical changes only.

Additional [HISTORY](#).