Carmen Roberts discussed the Facilities Master Plan and encouraged all to review. [2018 Facilities Plan](#)

Carmen Roberts discussed personnel changes in the Business Office due to Controller Jillian Ehnot leaving in November. GFC MSU has finalized an interim three-month plan awaiting the result of the Vice Chancellor of Administration & Finance (VCAF) search. Pending this result, the Controller duties will be divided as follows:

- Accounting: Oceane Weldele
- Student Services, Bookstore, Payroll: Carmen Roberts
- EMS (Event Management System) Scheduling: Denise Ostberg
- EMS Academic Scheduling: Dave Pratt
Mary Kay Bonilla discussed the status of the Vice Chancellor of Administration & Finance (VCAF) search. The screening process is complete. Next, phone interviews will be conducted to screen applicants for on-site interviews, which will be conducted by December 2018.

Carmen Roberts noted that the college is modifying the fee schedule, a process completed every two years. Mandatory fees (such as course fees, supplies, etc.) require thorough justification.

Mary Kay Bonilla reported that OCHE is aligning GFC MSU with the statewide biweekly pay system. Changes at GFC MSU include paydays changing from Fridays to Wednesdays, workweek date changes, and benefit deductions occurring 24 times/year instead of the current 26. The expected implementation date is July 1, 2019.

Jeri Pullum noted that per the State, Perkins funds cannot be used for student fees because these funds cannot be used to assist individual students.

Two additional personnel changes were discussed. Joe Daysen (Director of Admissions) and Erin Granger (Marketing Specialist) will both be leaving in November.