CPBAC
3/23/18, 8:00 am

Members in attendance:
- Carmen Roberts Manager, Operations & Finance
- Charla Merja Classified Staff at-large
- Cheryl McGee Classified Staff at-large
- Dave Bonilla Director, Information Technology
- Dr. Darryl Stevens Associate Dean of Administration & Finance/CFO
- Eleazar Ortega Institutional Researcher
- Dr. Frankie Lyons Health Sciences Division Director
- Gary Smart Director of Facilities
- Heather Palermo Director, Lifelong Learning & Workforce Development
- Dr. Heidi Pasek Associate Dean/CAO
- Joel Sims Trades Director
- Karen Vosen Classified Staff at-large
- Dr. Leanne Frost General Education Division Director
- Mary Kay Bonilla Executive Director of Human Resources & Associate Dean of Student Services
- Dr. Sandy Bauman Director of Academic Success Center
- Dr. Susan J. Wolff CEO/Dean - Chair
- Dr. Tomas Oakberg Faculty Senate Representative
- Jillian Ehnot Controller
- Kathy Meier Professional Staff at-large
- Laura Wight Division Director of eLearning & Library Services
- Leonard Bates Faculty Senate Chair
- Lewis Card Executive Director of Development, Marketing and Communications

Members not in attendance:
- Leah Habel Director of Financial Aid
- Susan Cooper Faculty Senate Representative
- Troy Stoddard Director of Advising and Career Center
- Joseph Simonsen Director of Admissions
- Dena Wagner-Fossen Registrar
- Student Government Representative

College Analysis Committee

Strategic Enrollment Management team work is complete; SEM has been replaced by the College Analysis Committee (CAC)

The group will focus on student success—retention & completion--how do we keep them here?

Committee membership: Eleazar Ortega, Dena Wagner-Fossen, Jillian Ehnot, Geri Pullum, Susan Wolff

Goal is to conduct an internal scan, to really look at our students--What do we know about them? Why do they leave?
Census Data

Other 2 years schools in MUS system (look at OCHE dashboard); 5 campuses dropped in FTE spring to spring (but 2 increased in headcount);
We are one of 3 campuses that dropped in FTE & Headcount
Headcount in student type: dual enrollment and new students increased
Headcount by division: General studies increased; health science, business & tech & trades decreased
Full presentation attached.

Budget

Actual Revenue for FY18 is $252,600 less than what was budgeted
Due to decline in enrollment and allocation cut from legislative special session
Reductions in personnel expenses and workers comp premium holiday should cover decrease in revenue without further cuts in spending

<table>
<thead>
<tr>
<th>Revenue</th>
<th>2018 Budget</th>
<th>2018 Actuals (est)</th>
<th>2019 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>$3,815,915</td>
<td>$3,553,929</td>
<td>$3,725,578</td>
</tr>
<tr>
<td>State Allocation</td>
<td>$7,474,697</td>
<td>$7,383,000</td>
<td>$7,386,991</td>
</tr>
<tr>
<td>Misc. Revenue</td>
<td>$117,500</td>
<td>$218,575</td>
<td>$110,500</td>
</tr>
<tr>
<td>Total Revenue</td>
<td>$11,408,112</td>
<td>$11,155,504</td>
<td>$11,223,069</td>
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</tbody>
</table>

Revenue estimates for FY19 are $185,000 less than FY18 Budget but $67,600 more than FY18 actuals
Budgeting for flat enrollment but 5% tuition increase
Spending requests from department heads totaled $11,446,883
Requests only $38,771 higher than request from FY18, due to employees rolling off of grant funding
Spending requests $223,814 higher than anticipated revenue

<table>
<thead>
<tr>
<th>Expenditures</th>
<th>2018 Budget</th>
<th>2019 Budget Ask</th>
<th>B2B Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>9,569,108</td>
<td>9,633,640</td>
<td>64,532</td>
</tr>
<tr>
<td>Operations</td>
<td>1,667,704</td>
<td>1,642,943</td>
<td>(24,761)</td>
</tr>
<tr>
<td>Waivers</td>
<td>171,300</td>
<td>170,300</td>
<td>(1,000)</td>
</tr>
<tr>
<td>Total</td>
<td>11,408,112</td>
<td>11,446,883</td>
<td>38,771</td>
</tr>
</tbody>
</table>

Request to CPBAC members to look at own areas to find creative ways to decrease costs.
Suggestions should be submitted to Carmen by 3/30/18. She will compile suggestions for Executive Team session on 4/5/18.
The FTE trend of 2017 and 2018 spring enrollment by date
The FTE trend of 2017 and 2018 spring enrollment by date.
Headcount for the Spring terms as of Census, by student type
Headcount by division as of Census for past Spring terms
Headcount by all programs ased on student’s first major indicated as of Census date, and excluding data of programs longer accepting students or listed as under review in the Catalog.
Headcount by all programs as listed on student’s first major indicated as of Census date, and excluding data of programs longer accepting students or listed as under review in the Catalog.
FTE by all programs, excluding those no longer accepting students or listed as under review in the Catalog.
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**Program Name**
- Accounting
- Business
- CIT - Microcomputer Support
- CIT - Network Support
- Computer Programming
- Dental Assistant
- Dental Hygiene
- Dual Enrollment
- EMT/Pre-Paramedic
- General Education
- General Studies
- Health Information Coding Spec
- Health Information Technology
- Industrial Technician AAS
- Industrial Technician CAS
- Medical Assistant
- Non-Degree
- Paramedic
- Physical Therapist Assistant
- Practical Nurse CAS
- Pre Nursing - transfer
- Pre-Dental Assisting
- Pre-Dental Hygiene
- Pre-Medical Assistant
- Pre-Paramedic AAS
- Pre-Physical Therapist AAS