

CPBAC

January 20, 2016

R168

9:30-11:30 am

Members in Attendance:

Camille Consolvo	Associate Dean of Student Services
Dena Wagner-Fossen	Registrar
Carol Berg	Classified Staff at-large
Charla Merja	Director of Trades
Dr. Darryl Stevens	Associate Dean of Administration & Finance/CFO
Dave Bonilla	Interim Director, Information Technology
Dr. Frankie Lyons	Health Sciences Division Director
Dr. Grace Anderson	Institutional Researcher
Heather Palermo	Director of Lifelong Learning
Jillian Ehnot	Controller
Joseph Simonsen	Interim Director of Admissions
Kathy Meier	Professional Staff at-large
Dennis Devine	Director of Facilities
Leah Habel	Director of Financial Aid
Leanne Frost	General Education, Business, Technology & Transfer Division Director
Lewis Card	Executive Director of Development, Marketing and Communications
Linda McNeill	Director of Contract Training
Dr. Heidi Pasek	Associate Dean of Instruction/CAO
Troy Stoddard	Director of Advising and Career Center
Teri Dwyer	Faculty Senate Representative
Dr. Susan Wolff	CEO/Dean
Laura Wight	Director of eLearning & Library Services
Sandy Bauman	Director of Academic Success Center

Members not in Attendance:

Karen Vosen	Classified Staff at-large
Carmen Roberts	Budget Officer
Cheryl McGee	Classified Staff at-large
Leonard Bates	Faculty Senate Chair
Mel Lehman	Interim Executive Director, Workforce
Ted Nesmith	Student Government Representative
Mary Kay Bonilla	Executive Director of Human Resources

Guests:

Lorene Jaynes, Eleazar Ortega, Kyle Gillespie, Oceane Weldele, Dr. Brenda Canine

Profitability Report

Jillian Ehnot shared a profitability report from the General Education, Business, Technology & Transfer Division. An example shared was Accounting Program for Fall 14, Spring 15, and Summer:

- Revenue is the State funding received per FTE
- Overhead is calculated at 31% across the board
- Jillian will double-check the net impact amount

It was asked how we are tying these reports to the decision-making process.

- Strengthening the academic program review will help in this process.
- We need to close the loop on evaluating all programs.
- We are going to have programs that lose money, but that does not mean we are going to close the program.
- We need to consider the stage of the program, particularly start-up programs.
- It was recommended that CPBAC & Faculty Senate receive recommendations from the academic program review, which is on a five-year review cycle.
- There should be a way for the administrative side to submit reports, as well.
 - We need some criteria, which could help set goals for each year.

Budget Update

- Fall revenue was \$29,000 over what was budgeted
 - Due somewhat to out of state tuition
- Online college fairs could be participated in by us to have a greater presence beyond the Golden Triangle
 - The SEM subcommittee on the online course and online program recruitment will look at this
 - We should have a presence as we do have programs moving towards fully online
- Spring revenue is \$56,000 over budget
 - Partly due to CPBAC voting to decrease the planned budget by 7%.
 - However, as stated above, enrollment is only 4% down
 - There have been \$150,000 in salary savings year to date
 - At this point, the budget is to the good about \$235,000
- Last year, \$150,000 was taken out of reserves to balance the budget, and it is hoped this will be replaced this year.
- Prioritization and budget are separate
 - It will need to be made very clear to campus on why this money is potentially going back to reserves
- Budget process – must balance budget every year by state law
- Prioritization – how we best use our resources

Enrollment

In December, enrollment was at a 12% decline. Within the last few days, we gained FTE bringing us to only a 4% decline in enrollment.

The last batch of late registrants attributed to:

- Adjustment of schedules – adjusting of credits
- Only 11% of the last batch was new students
- More heavily represented by transfer students, non-Associate degree, mostly general education

Performance based funding was earned this year.

Strategic Plan

Oceane Weldele will be helping with the College's strategic planning process.

Financial Impacts by Program

Fiscal 2015 (7/1/14 - 6/30/15)

Total State Appropriation (FY 15)	\$	7,193,322
Tuition & Mandatory Fees/resident FT	\$	1,538.58
(assume all are MT residents)		
FY 15 FTE total		1,085.00
Overhead Rate		31.0%
Avg Cost per Credit	\$	192.51

Program	Index	ACCT	FTE	Prg. Capacity	Percent of Capacity	REVENUE						EXPENSES*					Net Impact	Financial Impact Per FTE
						State Funding	Tuition & Mandatory Fees	Course/Program Fees	Grant Funding	Overhead/Fee Revenues	Equipment Fee Rev	Unrestricted	Designated & Restricted	Grant	Overhead	Equipment Fund		
Accounting	321120		28.0	N/A	N/A	185,634	86,160	-		31,657		102,120	-	-	31,657		\$ 169,674.68	\$ 6,059.81
TOTAL BUSINESS PROGRAMS			99.3			658,338.1	305,562.0	-		69,214		223,272	-	-	69,214	-	\$ 740,628.20	\$ 14,067.57
			519			3,370,784	1,564,520	152,159	244,360	915,487	110,306	2,953,183	148,709	191,860	915,487	110,306	-	\$ 2,038,070.49