

CPBAC

8/18/17, 9-10:30 am, B108

Members in Attendance:

Carmen Roberts	Budget Officer
Charla Merja	Classified Staff at-large
Dr. Darryl Stevens	Associate Dean of Administration & Finance/CFO
Dave Bonilla	Director, Information Technology
Dr. Frankie Lyons	Health Sciences Division Director
Gary Smart	Director of Facilities
Dr. Grace Anderson	Institutional Researcher
Dr. Heidi Pasek	Associate Dean/CAO
Jillian Ehnott	Controller
Joel Sims	Trades Director
Karen Vosen	Classified Staff at-large
Kathy Meier	Professional Staff at-large
Laura Wight	Division Director of eLearning & Library Services
Leanne Frost	General Education & Transfer Division Director
Leonard Bates	Faculty Senate Chair
Mary Kay Bonilla	Executive Director of Human Resources & Associate Dean of Student Services
Sandy Bauman	Director of Academic Success Center
Susan Cooper	Faculty Senate Representative
Dr. Susan J. Wolff	CEO/Dean - Chair
Troy Stoddard	Director of Advising and Career Center

Members not in Attendance:

Cheryl McGee	Classified Staff at-large
Dena Wagner-Fossen	Registrar
Heather Palermo	Director, Lifelong Learning
Joseph Simonsen	Director of Admissions
Leah Habel	Director of Financial Aid
Lewis Card	Executive Director of Development, Marketing and Communications
Dr. Thomas Oakberg	Faculty Senate Representative
	Student Government Representative

Health Science Competitive Intake Programs—Eleazar Ortega & Dr. Frankie Lyons

Data collected for HeathCare MT Grant

The goal was to determine how long did it take students to be ready to apply to healthcare programs and where did students start their studies. Since many students apply to more than one program, data does include some duplication of students

Nursing had the most applicants ever in 2017 at 126. The previous record was 90 applicants. This was the highest number of applications of any program in the state.

Overall, 2017 has similar application numbers for Respiratory Care and Physical Therapy Assistant from other years but this year more of the applicants are better prepared/qualified for programs.

See Power Point slides in notes for applicant breakdown in specific programs.

Strategic Plan: Transfer Preparation Theme Update—Leanne Frost & Troy Stoddard

GFC MSU met all 4 goals for 2016-2017

Due to prioritization, goal had been set to maintain previous year's levels; 2017-2018 goals aim for increases

Advising had focused effort to have students complete the General Education Certificate

Certificate makes it easier to transfer to MUS school—they have to accept it as a block completion of general education requirements

Pushing students to get general education requirements done before move to electives, which means many are completing the certificate prior to completing an AA/AS

Advising no longer encouraging getting AS & AA (doesn't really help them), instead helping student focus on next steps.

Transfer rates include all programs (not just transfer degrees), and does include transfers to institutions out of state

Because many of our degrees are terminal, the maximum transfer percent would be 27% (these are designated transfer degrees)

Goals met, but not all action plans were followed/completed

Leanne and Troy suggest that it is important for all areas to look at all themes to see where their department/division fits into the operational plans

Recommend that going forward, sub committees ask departments what they are doing and then figure out how that fit into Strategic plan

Budget—Carmen Roberts

Final Budget submitted to OCHE, must be approved by Board of Regents at September meeting.

Budget books are available via hard-copy from Carmen, or electronically on our website.

Long Range Building Plan—Dr. Darryl Stevens

Not high confidence that our request will make it onto MSU's final LRBP priority list, but we want to develop a plan so it can be used if our Legislators or Development Board want to move forward outside the LRBP process.

We are requesting an addition to create an expanded dental clinic & lab. A byproduct would be opening space for student support areas like the Academic Success Center & the Veterans Center

MSU team will be on campus 9/20. Presentation materials will be distributed to CPBAC via email prior to the meeting.

Operations Update—Dr. Darryl Stevens

Summer time is the busiest time for IT & Facilities—can focus effort and not disrupt instruction

Facilities Summer 2017 Projects:

Remodel: Testing Center, Administration & Dental Restrooms

Paint: R167, R171, B125, B134, South Court, Cafeteria, Adult Education

New Whiteboards: R167, B125, B134

Other Projects: Upgraded lighting to LEDs (90+), Upgrade landscaping at Bright Beginnings, Replaced irrigation controllers

IT Summer Projects:

Install & configure Network infrastructure hardware in preparation for new 1Gb internet connection.

Testing Center: temporarily relocate to B138, complete network re-wire of the new testing center, install computers with new image, install & configure cameras
Set up technology in B134, B138, B124 thru B127, R168 & R171 and Academic Success Center.

Rewrite student account creation/licensing scripts

Research installation and implementation of audio hardware needed for nursing program lecture capture.

New digital signage hardware outside of Student Gov't office. (coming soon!)

Installation of new phone router.

Administrative Program Review—Dr. Darryl Stevens

First Draft of program review document is being reviewed by the Executive Team.

Once the format is finalized, a team will be assembled to conduct the reviews (like academic side). Anyone interested in service on the review committee please contact Darryl.

Process is difficult because there is no comparable data between departments. Only option is compare self to self over the years. The initial goal is to build baseline data for each department and then utilize reviews to allocate resources effectively.

Next steps: finalize w/ET, develop a scoring metric, review by CPBAC, establish an evaluation team.