

## CPBAC

10/26/18 | 8:00-9:30 a.m. | Room B108

### Members in attendance:

Carmen Roberts	Interim Chief Financial Officer
Dave Bonilla	Director, Information Technology
Gary Smart	Director of Facilities
Eleazar Ortega	Institutional Researcher
Heather Palermo	Director of Lifelong Learning
Cheryl McGee	Classified Staff-at-large
Laura Wight	Director of Library Services
Joel Sims	Director of Trades
Dr. Leanne Frost	Director of General Studies
Mary Kay Bonilla	Executive Director of Human Resources & Associate Dean of Student Services
Joseph Daysen	Director of Admissions
Karen Vosen	Classified Staff-at-Large
Troy Stoddard	Director of Advising and Career Center
Charla Merja	Director of Academic Success Center
Leonard Bates	Faculty Senate Chair
Russell Motschenbacher	Health Sciences Division Director

### Members not in attendance:

Lewis Card	Executive Director of Development, Marketing and Communications
Kathy Meier	Professional Staff-at-Large
Dr. Thomas Oakberg	Faculty Senate Representative
Jillian Ehnot	Controller
Dena Wagner-Fossen	Registrar
Leah Habel	Director of Financial Aid
Dr. Heidi Pasek	Associate Dean / CAO
Dr. Susan Wolff	CEO / Dean - Chair
Susan Cooper	Faculty Senate Representative

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.