

CPBAC Meeting Minutes 2/4/22
8:30-9:05 am
B101 & WebEx

Members in Attendance

Carmen Roberts	Executive Director of Operations
Charla Merja	Director of Academic Success
Dena Wagner-Fossen	Registrar
Dr. Eleazar Ortega	Institutional Researcher and Data Analyst
Gary Smart	Director of Facilities Services
Jana Parsons	Faculty Senate Chair
Karen Vosen	Classified Staff-at-Large
Kathy Meier	Director of Disability Services
Leah Habel	Director of Financial Aid
Dr. Leanne Frost	Executive Director of Instruction
Mandy Wright	Director of Teaching and Learning Innovation
Marla McFerrin	Faculty-at-Large
Scott Thompson	Director of Community Relations
Shannon Marr	Director of Recruitment and Enrollment
Dr. Stephanie Erdmann	CEO/Dean
Troy Stoddard	Director of Advising and Career Center

Members not in Attendance

Tammie Hickey	Interim Director of Lifelong Learning
Dave Bonilla	Chief Technology Officer
Laramie Smovir	Staff Senate
Joel Sims	Director of Trades
Mandilynn Lee	Faculty-at-Large
Mary Kay Bonilla	Chief Student Affairs and Human Resources Officer

Meeting Notes:

Academic Program Review self-study results—Larry Vaccaro

- Committee reviewed RN/ASN, PN, and PTA programs
 - All approved for continuation with expectation of sustained performance
 - Full presentation in CPBAC Teams meeting file

Strategic Plan 2016-2022 Final Report approval—Eleazar Ortega

- No changes or suggestions from members; voting occurred via email
- Members voted to approve final report

Marketing Update—Scott Thompson

- Encourage all employees to follow us on social media
- Preparation for NOFS ongoing

- Road to a Bachelor's flier debut
 - Developed by Scott Thompson, Leanne Frost & Shannon Marr, along with an outside graphic designer
 - Showcases our transfer pathways and provides an idea of the design and feel we are trying to create with our marketing material
 - Copy can be found in CPBAC Teams meeting file
- Spring focus is on low enrolled programs
- Earned Media this month: dental addition, welding program, science fair, NOFS

FY22 Budget update—Carmen Roberts

- YTD revenue shortfall of \$478,567; anticipate additional revenue due to concurrent dual enrollment and new enrollment for 2nd 8 week block; Estimated year end shortfall of \$250,000-280,000
- YTD expenditures on track; anticipate \$230,000-250,000 in salary savings

FY23 Budget introduction—Carmen Roberts

- Performance Based Funding: preliminary results from OCHE show us receiving 93% of PBF (vs. 37% last year), \$531,780 of possible \$573,417.
- Estimated revenue \$10,514,179--\$446,000 higher than FY22
 - Higher funding from state
 - 3% resident tuition increase, 5% non-resident tuition increase
- Preliminary expenditure estimate \$10,263,272
 - Based on information submitted in spring 2021 for 3-year budget
 - Includes pay increases and workers compensation insurance premium holiday
- Current projected surplus for FY23 \$250,906
 - Goal is to spend this strategically on increasing enrollment, retention and student success
- FY23 budget worksheets will be sent out to directors by the end of February, due back by the end of March
 - Any requests for additional funding should be tied to strategic plan