

CPBAC Meeting Minute 6/3/2022

Members in attendance

Carmen Roberts	Executive Director of Operations
Charla Merja	Director of Academic Success
Dave Bonilla	Chief Technology Officer
Dena Wagner-Fossen	Registrar
Dr. Eleazar Ortega	Institutional Researcher and Data Analyst
Gary Smart	Director of Facilities Services
Jana Parsons	Faculty Senate Chair
Joel Sims	Director of Trades
Kathy Meier	Director of Disability Services
Karen Vosen	Classified Staff-at-Large
Dr. Leanne Frost	Executive Director of Instruction
Dr. Mandy Wright	Director of Teaching and Learning Innovation
Mary Kay Bonilla	Chief Student Affairs and Human Resources Officer
Quincie Jones	CTE & Health Science Division Director
Scott Thompson	Director of Community Relations
Dr. Stephanie Erdmann	CEO/Dean
Tammie Hickey	Interim Director of Lifelong Learning
Troy Stoddard	Director of Advising and Career Center

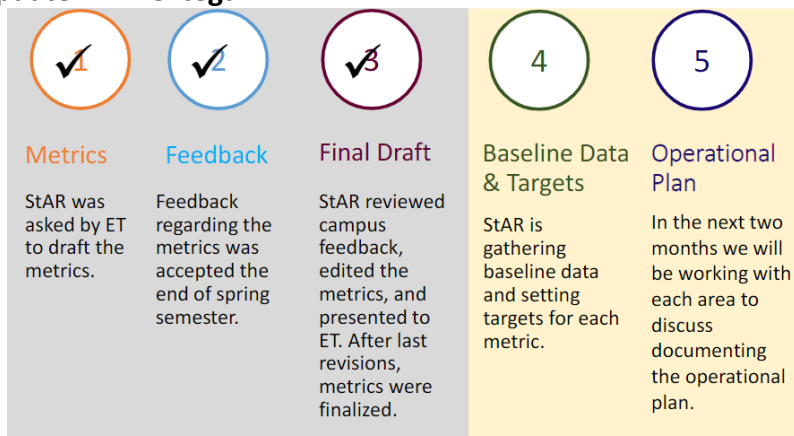
Members not in attendance

Mandilynn Lee	Faculty-at-Large
Marla McFerrin	Faculty-at-Large
Leah Habel	Director of Financial Aid
Shannon Marr	Director of Recruitment and Enrollment

New Organizational Chart—Dr. Erdmann

- Presentation of new [organizational chart](#)

Strategic Plan Update—Dr. Ortega



- Steps 1-3 have been completed and the strategic plan has been finalized (found [here](#)).
- Eleazar will work with departments on creating operational goals that tie back to the strategic plan.
- Currently looking at software that will help us track institutional effectiveness
- Strategic planning, operational planning, administrative unit reviews, learning outcomes assessment, and ultimately the self-study for institutional accreditation

Administrative Unit Review Committee Update—Dr. Ortega and Stacy Lowry

- Committee overview form is in [CPBAC Teams folder](#) for everyone to review
- Need new committee members—1 from staff and 1 from faculty. Members serve on committee for 2 years (but can be renewed)
- Currently meeting every other Tuesday to streamline the review process to align with NWCCU's guidelines for non-academic program evaluation
- No departmental self-evaluations this year. Hope to have new process available to pilot in spring 2023 and then back to normal cycle summer 2023

2022-2023 Perkins Submission—Jeri Pullum

- Application has been submitted but not yet approval. Approval should come by end of June. Total allocation \$233,576.37
- Special populations case manager (\$111,840)
 - New FT position to support CTE students, other supports to help in student success, faculty & staff training
- Distance students' healthcare success (\$22,607)
 - PT coach to help with distance student success
- A&P success (\$31,121)
 - PT coach to support A&P students outside classroom, consultant to work on course design and curriculum, anatomic models
- Connecting CTE students to business & industry (\$12,100)
 - Field trips to employers, event support for Central MT Works Career Fair (10/18)
- CTE Professional Development (\$23,073)
 - Training on advising based on Inside Track Model, specialized training on augmented reality technology
- Welding Equipment (\$15,550)
- Perkins grant management (\$3,115)
 - Travel for grant manager to national/state meetings
- Workforce Development (\$4,320)
 - Travel for CTE faculty/staff to attend National Council for Workforce Education conference