

CPBAC

8/31/18 8:00 am

Members in attendance:

Carmen Roberts	Interim Chief Financial Officer
Dave Bonilla	Director, Information Technology
Leah Habel	Director of Financial Aid
Gary Smart	Director of Facilities
Heather Palermo	Director, Lifelong Learning & Workforce Development
Dr. Heidi Pasek	Associate Dean/CAO
Karen Vosen	Classified Staff at-large
Dr. Leanne Frost	General Education Division Director
Kathy Meier	Professional Staff at-large
Joseph Daysen	Director of Admissions
Troy Stoddard	Director of Advising and Career Center
Lewis Card	Executive Director of Development, Marketing and Communications
Charla Merja	Academic Success Center Division Director
Joel Sims	Trades Division Director
Leonard Bates	Faculty Senate Chair
Laura Wight Russell Motschenbacher	Division Director of eLearning & Library Services Health Sciences Division Director

Members not in attendance:

Dr. Susan J. Wolff	CEO/Dean - Chair
Susan Cooper	Faculty Senate Representative
Dena Wagner-Fossen	Registrar
Jillian Ehnot	Controller
Eleazar Ortega	Institutional Researcher
Mary Kay Bonilla	Executive Director of Human Resources & Associate Dean of Student Services
Dr. Thomas Oakberg	Faculty Senate Representative
Cheryl McGee	Classified Staff-at-large

Budget

This budget will be shared at the Board of Regents meeting in two weeks.

- Over the last 5 years revenue has decreased. State support declined as did tuition revenue with a corresponding decline in student enrollment. See attachment for details.
- The Board looks at the Key Metrics: how much revenue comes from the state and how much the state is spending per student.
- Expenditures: there is a decline in student FTE. Our revenue key metrics show that our % Instruction Expenses will remain roughly the same as will the % instruction/academic support/student serves.
- We budgeted for 3% enrollment decline.
- Last year's surplus went toward replacing aging server storage and parking lot improvements.
- Professional development will continue in the next fiscal year; as an institution the budget is \$25,000.

One, Two, Free

Governor Steve Bullock and the Commissioner of Higher Education Clay Christian announced **One, Two, Free**, a Dual Enrollment initiative that provides funding for the first two classes high school students take as Dual

Enrollment students. One, Two, Free will play an important role in helping high school students in Great Falls and across Montana start their college education, while removing much of the financial barrier of attendance.

Administrative Program Review Update

All responses will be reviewed with the goal of publishing a report by December. The group is looking at how this process can be improved in the future.

Planning and CAC

The accreditation visitors commended us on our budget, our structure and transparency. They noted we need to strengthen analysis; data points may not be tied back to the strategic plan.

- The College Analysis Committee (CAC) was formed to work on the analysis piece, and will work with the Joint Directors to develop recommendations on strategic plan modifications. These will be presented to CPBAC in the next few months.
- Dr. Pasek will spearhead the planning to tie student learning to core theme objectives.
- Jeri Pullum will work to ensure the Accreditation Report is a living document. Email her with questions or suggestions.

CPBAC

August 31, 2018

CPBAC AGENDA

- Carmen – Budget and One, Two Free
- Heather – Administrative Program Review
- Heidi – CAC Planning

REVENUE

REVENUE	FY15	FY16	FY17	FY18	FY19	Difference	
	Budgeted					1yr	5yr
State Support	\$7,193,322	\$7,562,802	\$7,710,069	\$7,383,000	\$7,453,285	1%	4%
Net Tuition Revenue	\$3,739,946	\$3,598,667	\$3,464,959	\$3,394,145	\$3,406,538	0%	-9%
Transfers/Other	\$401,998	\$224,344	\$596,141	\$184,152	\$76,439	-58%	-81%
Total Operating Revenue	\$11,335,266	\$11,385,813	\$11,771,169	\$10,961,297	\$10,936,262	0%	-4%
Scholarships/Discounts/Waivers	\$177,179	\$142,355	\$171,921	\$141,230	\$162,300	15%	-8%
Total Current Unrestricted	\$11,623,571	\$11,570,501	\$11,983,128	\$11,102,527	\$11,098,562	0%	-5%
Student FTE	1,282	1,220	1,181	1,128	1,086	-4%	-15%
Resident Students	1,239	1,178	1,123	1,085	1,030	-5%	-17%
Non-resident Students	43	42	58	43	56	31%	30%
Key Metrics							
State % Share	63.5%	66.4%	65.5%	67.4%	68.2%	1%	5%
State Support per Res FT	\$5,806	\$6,420	\$6,866	\$6,802	\$7,236	6%	25%

(based on Total Operating Revenue, net of waivers, special approps, & MUS_RP)

EXPENDITURES

EXPENDITURES	FY15	FY16	FY17	FY18	FY19	Difference	
	Budgeted					1yr	5yr
Instruction	\$6,137,373	\$6,248,108	\$6,261,405	\$5,740,386	\$5,658,409	-1%	-8%
Academic Support	\$1,293,968	\$1,123,375	\$1,398,759	\$1,315,575	\$1,219,615	-7%	-6%
Student Services	\$1,370,582	\$1,173,330	\$1,204,416	\$1,278,924	\$1,358,765	6%	-1%
Institutional Support	\$1,947,282	\$1,680,438	\$1,647,222	\$1,484,657	\$1,479,955	0%	-24%
Operation & Maintenance	\$1,053,438	\$1,133,144	\$1,214,898	\$1,096,442	\$1,134,023	3%	8%
Research	\$0	\$0	\$0	\$0	\$0	-	-
Public Service	\$94,774	\$55,873	\$85,308	\$85,463	\$85,495	0%	-10%
Total CU Exp (net of waivers/S&A)	\$11,897,417	\$11,414,268	\$11,812,008	\$11,001,447	\$10,936,262	-1%	-8%
Student FTE	1,282	1,220	1,181	1,128	1,086	-4%	-15%
Key Metrics							
% Instruction Exp	52%	55%	53%	52%	52%	0%	0%
% Instruct/Acad/Stud Se	74%	75%	75%	76%	75%	0%	1%
Expenditures per Student	\$9,280	\$9,356	\$10,002	\$9,752	\$10,070	3%	9%

(based on Total CU Exp - net of waivers and special approps)