President’s Cabinet
June 19, 2012

Attendees: Ron Dorn, Al Williams, Steve Ruppel, Rayelle Anderson, Jim Perez, Sheldon Nord
Guest: Garry Stark

Online Payments
Ron clarified from last week’s discussion in PC that Student Accounts is set-up to take tuition payments online; however, because the board has not yet approved the fall tuition, fall payments cannot be made online at this time. We don’t take miscellaneous payments online such as parking permits and payment of parking tickets.

Friday Board Meeting/Budget Recap
The Board did pass the budget with a 3% tuition increase and a 1% property tax increase. The 1% from the property tax is earmarked to go into the capital investment fund, not the base budget. That leaves us at this point in time at about $260,000 short on the revenue needed to balance the budget, because the board did approve the expenditure base that we submitted. It appears at this time that fall enrollment will be flat or decrease slightly; summer enrollment was down about 8%.

Ron said that the contingency fund is one of the discussions we’ll need to have with the board finance committee. Jim mentioned that the I-best program and dual credit programs were discussed as examples of programs that are in demand, but they aren’t part of the regular base budget.

Positions:
Sheldon asked for approval to go ahead with their two new positions, the Veterans Services position and the Access Specialist in the Center for Educational Access. Ron said that these positions were approved in the base budget. Jim has a customer service representative position in PTE that needs to replaced. Approval was given for these positions to be filled.

Convocation Week Schedule:
Jim asked the group to review their draft schedule for convocation week Aug 20-24. He would like confirmation from PC on how to do introductions. It was suggested that it would be appropriate for the board chair or a representative from the board to introduce the new president.

Summer Enrollment
Sheldon shared that we’re down from last summer, but actually back to where we were in summer of 2010. Financial aid policies have changed; now if you get financial aid in the summer, you sacrifice it from one of your other semesters. We do know that we are offering the classes that students want.

Sheldon will verify the evening class section data was accurate as it currently states we have eight sections. Jim expressed interest in making sure that we were offering the high-demand classes, so Sheldon will follow-up with additional information on that.

Facilities Project Management
Garry Stark talked about the process for project management and ensuring we have a good line of communication in the process. He will come back to PC with a process outlined from start to finish by the first week of July and PC is asked to review and provide feedback.
**Good of the Order**

Steve held meetings with his counterparts at CSI and CWI last week. He highlighted the value of visiting other colleges to meet with counterparts when you might be training in other cities or over video links.

Ron mentioned to the group that any comments on HR Executive Director candidates should go to Sarah and the committee as the searches are moving very fast.

Sheldon’s going away party is next Monday at 1:30.