NOTES

Time | Topic | Presenting
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8:00 am | Continental Breakfast | Present

Present: Eric Blumenthal, Sylvia Kelley, Lisa Bledsoe, Katy Ho, Dina Farrell, Lisa Avery, Traci Fordham, Jessica Howard, Marc Goldberg, Michael Northover, Rob Steinmetz, Mark Mitsui, Cheryl Scott (proxy), Kurt Simonds (proxy)

8:30 am | Opening Remarks | Mark
- Reiteration that we made a prior commitment to reduce the number of items on cabinet agendas so that adequate time can be spent on each
- Philanthropy NW Conference session on intersections with workforce development, theme was data integration
- Higher Ed committee hearing went well
- Mark Mitsui and Marc Goldberg went with employers to Salem. Representatives clearly intersect on employer side. Skills gaps impact employers and community colleges have a role in filling that gap.
- Employer feedback was that high school is not enough to meet their needs.

9:00 am | Campus Budget Models | Kurt
- Deans group working to develop equitable campus distribution model.
- Some challenges with FTE model
  - CTE and online enrollment impact campuses at different levels and have varying costs
- Recommend campus funding be redistributed for FY 19-21 to be more equitable, incorporating adjusted percentages with enrollment data
- Mark Mitsui calls for a vote for cabinet support of adjusted distribution model with CTE adjustment
  - Pending refinements Jessica Howard motions for approval, Lisa Avery supports
  - Dina Farrell comments that program activity based costing and analysis crucial
  - Proposed amendment(s) to motion 1:
    - Commitment that this CTE adjusted model will be further refined as needed to reflect true program costs.
- Motion is to accept CTE adjusted campus distribution model recommendation and to further refine as needed. Motions carries, no one opposed. Decision has been made to accept this model recommendation.

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- Considerations:
  - We need to be planning, making decisions ASAP.
  - Decision model must be selected.
- **ACTION:** Marc Goldberg proposes a small group including Dina, Kurt, Marc, Lorraine, a few others impacted by non-campus distribution meet prior to addressing in cabinet. Future Agenda Item: Plan for depts. that generate revenue but not included in campus distribution model

9:45 am | Enrollment Strategies | Rob
- Decline Analysis:
  - 5.8% down in FTE, but only 3% decrease in headcount.
    - Students are taking fewer courses.
  - Job market strength contributes to reduced enrollment.
Portland Community College

**President’s Cabinet**

- Less international students has an impact.
- Permanent ending of temporary programs, temporary hiatus of on-going programs negatively impact FTE. (Need to start properly projecting program declines, hiatuses, impacts.)

**Strategies to Stabilize Enrollment:**
- Multiple marketing strategies
- Mandatory advising will be fully implemented next Fall, should help retention, Math and Developmental ed a specific concern
- Revisit credit ESOL costing/pricing
- More preview days, better coordinated between campuses

- Recommend we work to get better estimates of future enrollment for planning. Project off of current trend data

**Proposed Action:**
- Move Fall registration date up to align with Spring while students are still engaged. *(May 20th Summer and Fall.)* Two schedules at the same time. How does this impact departments? Feedback due in next 2 weeks. Marc will chat with community ed
  - **ACTION:** Final decision to be made at cabinet meeting for 3 weeks from today

### Schedule

<table>
<thead>
<tr>
<th>Time</th>
<th>Topic</th>
<th>Presenter</th>
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<tbody>
<tr>
<td>10:20 am</td>
<td>OMIC/Metro Budget</td>
<td>Katy</td>
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<td>Deferred to division based budget discussions</td>
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<tr>
<td>10:30 am</td>
<td>Budget</td>
<td>Eric</td>
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<td>Unrealistic there would be a scenario adopted with no tuition increase. $5 increase in tuition in model 1.</td>
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<td>Adjusted minimum wage increase.</td>
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<td>YESS initiatives $1.5 million with addition of 2 four hour trainings <em>(Mark selected the train all employees including part time faculty option.)</em></td>
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<td><strong>ACTION:</strong> Charge DOI group (plus Kendra, Lorraine, Marc) with confidential task of developing options. Propose scenarios. Look at cutting/ collapsing programs, scaling back certain discipline areas.</td>
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<td>Bring budget model back next week, convert executive lunch into compressed cabinet meeting.</td>
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<td>Future Agenda item: Discuss Budget Reductions this FY.</td>
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<tr>
<td>11:15 am</td>
<td>Title III Discussion</td>
<td>Katy</td>
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<td>Will be addressed via email.</td>
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<tr>
<td>11:25 am</td>
<td>Organizational Structure Study</td>
<td>Sylvia</td>
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<td>Time yielded to budget discussion.</td>
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<td>11:30 am</td>
<td>Adjourn</td>
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