

University of Alaska Anchorage (“UAA” or the “University”)
 Administrative Services (the “Office”)
Regular Meeting of the Campus Planning Advisory Board (“CPAB” or the “Board”)
 Anchorage, AK – ADM 204 & Zoom
 April 10, 2023, at 2:00 pm

Agenda and Summary

1. Call to Order

The regular meeting of the CPAB was called to order by the majority.

Name	Present	Excused
Ryan Buchholdt , Vice Chancellor of Administrative Services (VCAS)	X	
Tania Rowe , Fiscal Professional, Shared Services, Student Services	X	
Carrie Couey , Director of Administrative Services	X	
Ginger Blackmon , Associate Professor of Educational Leadership	X	
Amanda Yaune y, Director of the Budget Office	X	
Ian Hartman , Associate Professor & Chair, Department of History, Collage of Arts and Science	X	
John Moore , Research Laboratory Manager, Collage of Arts & Sciences, Research	X	
Deanne Woodard , Vice Chancellor for Student Services		X
Sharon Chamard , Professor, Justice Center, Collage of Health	X	
Christopher McConnell , Director, Facilities Planning & Construction	X	
Rhiannon Calkins , UAA EA to the VCAS, Recorder	X	

Name	Present	Excused
Denise Runge , Provost	X	
Anthony Paris , Professor, Mechanical Engineering, College of Engineering		X
Daniel Campbell , Director, Institutional Research	X	
Gokhan Karahan , Chair & Professor of Accounting & Finance, College of Business & Public Policy		
Kimberly (Kim) Mahoney , Assoc. Vice Chancellor of Facilities and Campus Services	X	
Jodee Kuden , Head, Collection Development/Professor, Consortium Library	X	
Jon Bittner , Director, Alaska Small Business Development Center, Centers & Institutes	X	
Pete Praetorius , Associate Professor, Communications		X
Susan Kalina , Vice Provost for Academic Affairs & Institutional Effectiveness	X	
Kelly Smith , Associate Professor, Department of Automotive & Diesel Technology, Community & Technical Collage		X

2. Review of the Previous Minutes

The Board reviewed the 2023.02.13_CPAB Meeting Agenda and Summary.docx.

3. Fiscal Year 2025 (FY25) Request Process Update

Speaker: Ryan

Ryan updated the Board on the status of the FY25 Request Process. Ryan asked the Board for their availability for a special meeting in June to go over the budgeting process for FY25.

It was suggested that a notice go out to the Deans with a follow-up email to all faculty letting them know of the process. It was also suggested that using the term project instead of program in this group would be

helpful considering that programs frequently refer to courses within the university and this group does not review academic programs.

Ryan will start a draft communication and send to Denise for review before going out to Deans, faculty, and budget unit leads.

4. Strategic Enrollment Management (SEM) Plan

Speaker: Denise

Denise updated the Board on the status of the SEM plan. She noted that 12 strategies have been created at a high level. The next phase is to come up with the specific tactics that would support the strategies. Once specific tactics have been developed, communication on this will go out to all employees to collect feedback.

5. Adjourned

With no other matters to be brought before the assembled, the meeting was adjourned.

Respectfully Submitted,

Rhiannon J. Calkins, CAP
Executive Assistant and Recording Secretary