

22University 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 – Zoom
 January 8, 2024, at 2:00 pm

Agenda and Minutes

*NOTE: The December 11, 2023, meeting was canceled due to scheduling conflicts.

1. Call to Order

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

Name	Present	Excused
Ryan Buchholdt , Vice Chancellor for 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 Affairs	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	X	
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		
Susan Kalina , Vice Provost for Academic Affairs & Institutional Effectiveness	X	
Kelly Smith , Associate Professor, Department of Automotive & Diesel Technology, Community & Technical Collage		X

2. Administrative Management Review Follow-Up

Speaker: Ryan and Gokhan

Documents: UAA Administrative Management Structure Review Report - 4-9-2021.pdf

- Gokhan reviewed the spreadsheet Updates to the April 2021 Administrative Management Reviews. The spreadsheet reviewed administrator positions at UAA.
- Question: should the positions that were reviewed include fund 2 positions?

- Suggestion to remain blind to fund source but include a column that notes any changes to the fund source.
- The Vice Chancellors will take the first round of updating the information from the spreadsheet and the associated questions.
 - The Vice Chancellors will try to have a draft report to the Board at the next CPAB meeting scheduled for February 12, 2024.
 - After the Board has reviewed the document, it will be made available to the University of Alaska community.
- The Board would like to ensure transparency in the review process.

3. Institutional Effectiveness and How It Informs Resource Allocation Discussion

Speaker: Denise

Documents: Draft CPAB Proposal - Institutional and Resource Effectiveness1.docx

- The institution needs to have process in place the address the effectiveness/impact of process that impact students.
- New NWCCU standards are more specific to the requirements.
- The institution needs to be able to show how the institution allocates resources.
- Denise proposed that CPAB review, on an ongoing basis, non-academic programs with a focus on the NWCCU requirements taking a look at the regular [Academic Review Process](#) and using that as a template to create a new review process that meets the NWCCU requirements.
- With this proposal, reviews of areas will not include resource allocation.
- NWCCU is looking for continues improvement with the standard, but it was noted that the goal is not specifically to consolidate departments.
- **The members of CPAB agreed that this work should be done by CPAB and that a subcommittee would be formed to create the process for reviews.**
- Subcommittee Members – to create the process.
 - Dan Campbell
 - Carrie Couey
 - John Moore
 - Jodee Kuden
 - Denise Runge

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- Areas to be reviewed first.
 - Advising
 - Administrative Services and Student Success

4. Other Matters

Request for after action report for the last fiscal year resource allocation recommendations. The VCAS's office will pull that report and send it out to the Board.

5. Adjourned

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

Respectfully Submitted,

Rhiannon J. Calkins, CAP
Executive Assistant and Recording Secretary