

University of Alaska Anchorage ("UAA" or the "University")
Regular Meeting of the Campus Planning Advisory Board ("CPAB" or the "Board")
Anchorage, AK – [Zoom](#)
April 14, 2025, at 3:00 pm

Agenda and Summary

A. CALL TO ORDER

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

MEMBERS

Co-Chairs

Name	Title	Present	Excused
Ryan Buchholdt	Vice Chancellor for Administrative Services (VCAS)	☒	☐
Denise Runge	Vice Chancellor & Provost	☒	☐

Faculty

College	Name	Term	Present	Excused
Business and Public Policy (CBPP)	Lance Howe	2025/2026	☒	☐
Education (SOE)	Ginger Blackmon	2025/2026	☒	☐
Engineering (CoEng)	Anthony Paris	2025/2026	☒	☐
Health (COH)	Sharon Chamard	2025/2026	☒	☐
Community & Technical (CTC)	Kellie Puff	2025/2026	☒	☐
Consortium Library (LIB)	Jodee Kuden	2025/2026	☒	☐

Staff

Area	Name	Term	Present	Excused
Centers & Institutes	Jon Bittner	2025/2026	☒	☐
College of Arts and Sciences (CAS)	John Moore	2025/2026	☒	☐
Community Campuses	Carrie Couey	2025/2026	☒	☐

Ex Officio (Non-voting Members)

Name	Title	Department	Present	Excused
Dan Campbell	Director	Institutional Research	☒	☐
Amanda Graham	Director	Budget Office	☒	☐
Susan Kalina	Senior Vice Provost	Academic Affairs & Institutional Effectiveness	☒	☐
Kim Mahoney	Associate Vice Chancellor	Facilities & Campus Services	☒	☐

Recoding Secretary

Name	Title	Department	Present	Excused
Rhiannon Calkins	Executive Assistant	Administrative Services	☒	☐

GUESTS

None

B. REVIEW AND APPROVAL OF TODAY'S AGENDA

Speaker: Ryan

The Board reviewed the proposed agenda for today's meeting, outlined below.

C. REVIEW AND APPROVAL OF THE PREVIOUS MEETING'S SUMMARY

Speaker: Ryan

Resources: [2025.03.03_CPAB Meeting Agenda and Summary.docx](#)

The Board reviewed the minutes of the previous meeting. As motioned by Jodee, and seconded by Ginger, the minutes were unanimously approved.

D. SERVICE ASSESSMENT

Speaker: Denise

Resources: [2025.04.07_Services Subcom Mtg Agenda Summary.docx](#)
[FY25 Services Assessment Reports](#) - Document Folder
[FY25 Assignments.xlsx](#)

The subcommittee for services assessments met on Monday, April 7, 2025, to assign out the final reviews for the semester.

Denise provided an overview of the overall process to the Board. She also reviewed the outcomes of the reviews listed in item FY25 Assignments.

Denise requested feedback from subcommittee members on the process. Items that were brought up where:

- Suggestion to add a question onto the form asking if the department believed they should receive enhancement, and if they answer yes, they would need to add extra justification.
- When an area is found to need make revisions, that area should come back sooner for another review within 2-3 years.
- More data for all areas was needed.
- Sharing expectations and examples with unit leaders would be helpful in the future.

- Include budget data for the units in the beginning.
- Create an opportunity for feedback from the reviewers go back to the unit leaders and respond to questions or concerns and update the report accordingly, prior to the report going to it's Vice Chancellor.
- Asking what enhancement the unit needs and how that would change what you are currently doing.
- Notifying faculty of this process would be good.
- Need to review the timeline for this process.

E. BUDGET AND FEDERAL FUNDING UPDATE

Speaker: Ryan

Resources: [UA Federal Executive Actions Website](#)
[Alaska State House University of Alaska \(UA\) Finance Subcommittee](#)

Ryan provided an update to the Board on where the UA budget currently is at in its approval process. The senate should be approving the UA Budget this week.

F. ADMINISTRATIVE POSITION REVIEWS

Speaker: Ryan

Resources: [Reviews - Administrative Management](#)

The Board decided to take the next year to plan out the Administrative Positions Review process and then start the new process the year after.

G. MONTHLY GOVERNANCE REPORTS

Speaker: Ryan

Resources: [Provost's Report](#)
[VCAS' Report](#)
[Office of Research's Report](#)
[Advancement's Report](#)

These reports are provided to the Faculty Senate and Staff Council governance groups and copied here for the Boards awareness and convenience.

H. OTHER MATTERS

No other matters were brought before the Board.

I. ADJOURNED

With no further matters to be brought before the group, the meeting was adjourned.

Respectfully Submitted,

Rhiannon J. Calkins, CAP
Executive Assistant and Recording Secretary