

University of Alaska Anchorage (“UAA” or the “University”)
Regular Meeting of the Campus Planning Advisory Board (“CPAB” or the “Board”)
 Anchorage, AK – [Zoom](#)
 November 15, 2024, at 2:00 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)	X	
Denise Runge	Vice Chancellor & Provost	X	

Faculty

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

Staff

Area	Name	Term	Present	Excused
Administrative Services		2025/2026		
Centers & Institutes	Jon Bittner	2025/2026	X	
Research	John Moore	2025/2026	X	
Student Services		2025/2026		
Community Campuses	Carrie Couey	2025/2026		X

Ex Officio (Non-voting Members)

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

Recoding Secretary

Name	Title	Department	Present	Excused
Rhiannon Calkins	Executive Assistant	Administrative Services	X	

B. REVIEW AND APPROVAL OF TODAY’S AGENDA

Speaker: Co-Chairs

The Board reviewed the proposed agenda for today’s meeting. After discussion and motioned by John, and seconded by Jon, the agenda for today’s meeting was unanimously approved.

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

Speaker: Co-Chairs

Documents: [2024.04.08_CPAB Meeting Agenda and Summary](#)

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

D. INSTITUTIONAL EFFECTIVENESS & RESOURCES (IER) SUBCOMMITTEE UPDATE

Speaker: Denise

Documents: [CPAB Services Assessment Process & Schedule.docx](#)
[FY25 Services Assessment Reports](#)

FY25 Service Assessments Reviewed:

- [Academic Advising CPAB Services Assessment FY25 Revised 21 Oct. 2024.docx](#)
- [Academic Concierge CPAB Services Assessment FY 25 Final 9-30-2024.pdf](#)
- [EHS CPAB Services Assessment FY25.docx](#)
- [ITS CPAB Services Assessment FY25.docx](#)
- [Kodiak College Facilities and Maintenance CPAB Services Assessment FY25.docx](#)
- [Kodiak College IT CPAB Services Assessment FY25.docx](#)

Denise reviewed the process for the Service Assessment Reviews, noting that she, Carrie, Dan, Jodee, and John created the Service Assessment form. Six service areas have completed the form so far, and Denise requested volunteers to review the above reports. The volunteers for these reviews were:

- Paul Dunscomb – Academic Advising
- John Moore – Any
- Jon Bittner – Any
- Sharon Chamard – Any
- Lance Howe – Campus Services

- Carrie Couey – Any (Carrie emailed Denise after the meeting.)

A one-to-two question survey asking for input from reportees on the reporting process will be created and sent to those departments who have already submitted a report.

E. FINANCIAL REVIEWS AND UNIVERSITY OF ALASKA (UA) BUDGET

FINANCIAL REVIEWS

Speaker: Ryan
Documents: [Financial Briefing 20241107](#)

Ryan provided an update on UAA's fund balance, and UA Board of Regents (BOR) financial watch list items related to auxiliaries.

UA BUDGET

Speaker: Ryan
Documents: [UA Budget Discussion](#)
[Approval of Tuition Rates for Academic Year 2026](#)
[Approval of the FY26 Operating Budget Request](#)
[Approval of the FY26 Capital Budget Request](#)

The above reports from the November 7th and 8th BOR meeting were provided to the Board in advance of today's meeting for their review.

F. ADMINISTRATIVE MANAGEMENT REVIEW FOLLOW-UP

Speaker: Denise
Documents: [Response to Admin Mgmt Review.docx](#)
[Administrative Management Review Worksheet.xlsx](#)

This agenda item will be discussed at the next meeting.

G. OTHER MATTERS

There were no other matters to be brought before the group.

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H. ADJOURNED

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

Respectfully Submitted,

Rhiannon J. Calkins, CAP
Executive Assistant and Recording Secretary