

CAMPUS COORDINATING COMMITTEE MINUTES
MONDAY, JULY 7, 2025
FIRST MONDAY OF THE MONTH FROM 2:00 TO 3:00 P.M.
DON 207

Table 1: Campus Coordinating Committee Members

<ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Sandra Bauman, Dean/CEO • <input checked="" type="checkbox"/> Kelley Turner, Exec. Dir. Of Operations • <input checked="" type="checkbox"/> Cari Schwen, Exec. Dir. Fiscal Services • <input type="checkbox"/> Valerie Curtin, Exec. Dir. Compliance/Fin. Aid • <input checked="" type="checkbox"/> Jessie Pate, Dir. IR/Effectiveness • <input checked="" type="checkbox"/> Abigail Rausch, Director of Marketing • <input type="checkbox"/> Robyn Kiesling, Exec. Dir. Gen Ed & Transfer • <input checked="" type="checkbox"/> Sarah Dellwo, Exec. Dir. Enrollment • <input checked="" type="checkbox"/> Kris Goss, Dir. Library Learning Hub • <input type="checkbox"/> Ann Willcockson, Dir. TRIO & Retention • <input type="checkbox"/> Dawn Anderson, Cosmetology 	<ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Stephanie Hunthausen, Exec. Dir. CTE/DE • <input checked="" type="checkbox"/> Stephanie Ratchford, Staff Senate President • <input checked="" type="checkbox"/> Cheryl Ravenscroft, K-12 Partnerships Director • <input type="checkbox"/> Seth Roby, Fac. Senate Pres. • <input checked="" type="checkbox"/> Amy Kong, Dir. eLearning & Faculty Dev. • <input checked="" type="checkbox"/> Sevda Raghieb, Director of Nursing • <input type="checkbox"/> Katelynn Eberhardt, Director of Student Wellbeing • <input checked="" type="checkbox"/> Jason Grimmis, Director of Crisis & EM • <input checked="" type="checkbox"/> Mel Ewing, CIO • <input checked="" type="checkbox"/> Michaela Parker, Dir. OTA Program • <input checked="" type="checkbox"/> Paige Payne, Exec. Asst. (Recorder)
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Mastermind Discussion:

Q4 Budget Update

- Blanket Request and Authorization for Travel (RAT) and Travel Expense Request (TER) Forms
 - Blanket RATs cover day travel in the State of Montana during each fiscal year.
 - If the traveler is owed a meal per diem or there is a state or personal vehicle expense, then the traveler needs to complete the TER. (If the Equinox is used, include a copy of the Equinox requisition form and a copy of the WEX gas receipt. A purchase order is not required.
 - When the traveler uses the Equinox for other reasons (supply pick up at Costco), the Equinox requisition form and the WEX gas receipt are turned into the cashier. A purchase order is not required.
- Q4 is not final yet.
 - Spring revenue came higher than expected and covered the summer shortfall.
 - Personnel is over the expected.
 - Budget and actual costs are very close across the board.
 - Mandatory Fees were approved at the BOR meeting in May.
 - FY26 General Fund allocation:
 - GF Distribution was increased from \$5,692,764 to \$5,812,031 (7.1% increase)
 - Permanent Additions:
 - Pay-plan distribution \$121,103
 - Banner Cloud \$250,000
 - New Space O&M \$94,067
 - Present Law Adjustment \$457,103 (prior year was \$161,813)
 - MUS RP \$1,383
 - Rebase for RMTD Insurance of \$119,267
 - Total Base jumped from \$5,692,764 to \$6,736,720
 - Performance Funding of 100% \$480,828

- FY26 Budgets
 - Currently in review by the Cabinet
 - The Budget Council will vote to approve the FY26 budget on July 14, 2025.
 - Items we are looking to fund in FY26
 - Web redesign
 - Marketing photos/videos
 - Moved positions back to CUR from fees
 - New faculty onboarding
 - Banner Cloud
 - Pre-collect for bad debt

Marketing Calendar

- The CCC reviewed the upcoming academic calendar.
 - Marketing created a spreadsheet that tracks the calendar during the year.
 - The link will be sent to the CCC to update the dates.
 - Add descriptions and details.
 - The additional information helps Marketing plan out social media blasts and advertising campaigns.