President O'Hearn called the meeting to order at 3:05 p.m.

1. **April 21, 2004 Meeting Notes**

   Meeting notes were approved as presented.

2. **Historical Enrollment Analysis**

   Sheryl Hullings and Ralph Jagodka distributed copies of a report they prepared on “Historical Enrollment Funding Analysis.” Their goals were to review College enrollment/funding data and identify the optimal growth target for the College, determine how much the College has lost or benefited by exceeding growth targets, and identify enrollment management and financial considerations.

   Ms. Hullings explained the complexity of the College’s budget. Funding for any academic year is not final until 2-1/2 years after the year has ended. As a result, the College can do the best planning in the world and still not know the amount of funding we are going to receive.

   The report was very detailed, containing many graphs going back as far as 1987-88 covering such areas as: total actual resident FTES, resident FTES funding, expected and actual growth funding, and Basic Skills supplemental funding.

   The conclusion reached in the report is that the optimal enrollment target is 3 percent over funded base. The potential for additional funding is lost when systemwide FTES is greater than is budgeted for funded growth. It was pointed out that the College’s actual growth rates exceeded projected growth rates over the past eight years.

   There was also discussion on enrollment management. Some PAC members weren’t sure when the College’s enrollment target changed from 3 percent over base to 3 percent over projected growth.

   President O’Hearn thanked Ms. Hullings and Mr. Jagodka for their excellent work.

   **Action:** President O'Hearn asked that Ms. Hullings and Mr. Jagodka share their report with the Budget Committee.
3. **Classified Staff – Membership on Committees**

   The Task Force is still working on the final draft of this document. It will be presented at the next regular PAC meeting.

4. **Next Meeting**

   The next meeting will be May 12, 3:00-5:00 p.m., Administration Building, Room 205. This is a special meeting dedicated to reviewing the Accreditation Self Study. Copies of the most current draft were distributed. President O'Hearn said that he hopes this meeting will result in this group agreeing that the self study accurately reflects the College. The Vice Presidents will also be asked to review the document for accuracy of content and balance.

   The meeting adjourned at 4:00 p.m.

CCO:dc