

## BUDGET COUNCIL MINUTES

MONDAY, JUNE 9, 2025, AT 2:00 P.M.

DON Lecture Hall Meeting

### BC MEMBERS:

- ☒ **Cari Schwen**, Exec. Director of Fiscal Services (CHAIR)
- ☐ **Sandra Bauman**, Dean/CEO
- ☐ **Jessie Pate**, Director of IR & Effectiveness
- ☐ **Jason Grimmis**, Director of Crisis & Emerg. Resp.
- ☒ **Amy Kong**, Director of eLearning & Fac. Dev.
- ☒ **Mel Ewing**, CIO
- ☒ **Robyn Kiesling**, Exec. Dir. Gen Ed & Transfer
- ☒ **Tod Dumas**, Aviation Instructor
- ☐ **Larry Taylor**, Anatomy & Physiology Instructor
- ☒ **Patricia Pierson**, Librarian
- ☒ **Paige Payne**, Executive Assistant (recorder)

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**BC Mission:** *The Budget Council utilizes broad stakeholder representation to carry out responsible and realistic budget planning that aligns with the strategic goals of our campus and the Montana University System. We strive to foster a culture of financial integrity and collaborative governance, ultimately contributing to the sustained growth and success of our institution.*

**Helena College Mission:** *Helena College supports our diverse community by providing the paths and tools necessary to assist learners in achieving their educational and career goals.*

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## Mastermind Discussion Agenda

### Approved additional budget requests:

- Positions are moved out of the fee pots and will be funded by an index: \$100K
- The lighting contract will be paid off: \$225K
- Meadow Collections contract: \$12K
- Professional Development for new faculty: \$15K
- MailChimp replacement: \$900

### General Reserve Fund:

- The balance in the reserve is \$200K
  - Website redesign: \$150K
  - New photos/videos for the website: \$20K
  - Dashboards for Trivium: 30K (if needed)

### Plant Fund:

- Remodel the staff breakroom: \$80K
- OTA Lab \$100K (Grant funded also)

### Access and Facility Fee Pot

- Campus Signage & Mapping: \$200K will be a 50/50 split.

### Banner, Degree Works (30K) and Courseleaf:

- Funding by OCHE/UM: \$385,651. Ellucian has added additional costs for virtual servers. Mel and his team are trying to get this reduced.

**Other Notes:**

- The remaining amount of \$25,306 will be saved in a contingency fund in the event TRIO is cut or PELL requirements change.
  - If the requirements to be eligible for a Pell grant changes to 15 credits for full-time, and 7.5 credits for half-time, our students will be impacted and not as many students will be Pell grant eligible unless the course schedule is streamlined to offer the courses as needed per semester pushing a need for a course scheduling software.
- The RMTD surplus will fund the course evaluation platform.
- \$56K earmarked for insurance

ACTION: Tod Dumas motioned to move the budget to Cabinet for approval. Amy Kong seconded the motion. Approved unanimously.