

CAMPUS COORDINATING COMMITTEE (CCC) MINUTES

MONDAY, JANUARY 5, 2026

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 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 type="checkbox"/> Abigail Rausch, Director of Marketing • <input checked="" 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 checked="" type="checkbox"/> Ann Willcockson, Dir. TRIO & Retention • <input checked="" type="checkbox"/> Dawn Anderson, Cosmetology 	<ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Stephanie Hunthausen, Exec. Dir. CTE/DE • <input 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 type="checkbox"/> Amy Kong, Dir. eLearning & Faculty Dev. • <input checked="" type="checkbox"/> Sevda Raghbir, Director of Nursing • <input checked="" type="checkbox"/> Katelynn Eberhardt, Director of Student Wellbeing • <input type="checkbox"/> Jason Grummis, Director of Crisis & EM • <input checked="" type="checkbox"/> Mel Ewing, CIO • <input type="checkbox"/> Michaela Parker, Dir. OTA Program • <input checked="" type="checkbox"/> Tommi Haikka, Director of Facilities • <input checked="" type="checkbox"/> Paige Payne, Exec. Asst. (Recorder)
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Mastermind Discussion:

IT & Quarterly Report

- Currently working on the SSB8 to SSB9 which will be needed for the student financial and insurance agreements.
- Website Accessibility work continues. IT is 75% of the way done. Our latest test score from DuBot came in at 89 for an overall score, and the site is 94% accessible. We should not have an issue making the April deadline.
 - Reminders and guides will be provided through the MMM to ensure anything posted on the website is in an accessible format. Mel will distribute a decision process guide created by Montana Tech.
- Blue X course evaluation software will replace the previous course evaluation platform. Blue X is accessible.
- Banner is moving customers from the cloud to Software as a Service (SaaS). Everything has to be baseline, which is not customized. MUS and Affiliates will eventually move to SaaS. To ensure SaaS is customized for each MUS partner, SaaS is assessing the systems and will provide a guideline when it is time to migrate to SaaS. HC will move in 4 to 5 years.
- IT needs an additional employee for coverage.

Operations Quarterly Report

- Currently interviewing custodians.
- Spent 50% of the budget
- Capital construction projects.
 - OTA classroom project in design phase
 - Flooring at APC entry, DON flooring in art, nursing labs, and chem/bio labs.
 - Office modernization in DON103 in planning phase
- Facilities assessment for all campuses, hangars, and rentals to set priorities.
- Safety training for employees.
- Tree removal will be out of pocket due to the deductible.

ACUE Deliberative Dialogue

- Everyone who is working will be registered into ACUE Commons which will generate an invite email.
- Ask staff to accept the invitation for access.
- Funded by a grant, OCHE, and legislature.
- Two kick-off events by ACUE Zoom meeting.

2026 - One major project you plan to focus on in the upcoming year.

- Ann Willcockson: Launching a career software platform for first generation students to help them interview and seek jobs.
- Stephanie Hunthausen: Gardner cohort of academic leaders, will look at student success metrics.
- Kelley Turner: Universal Signage project.
- Jessie Pate: Ad hoc report and virtual visit due soon.
- Sarah Dellwo: Courseleaf installation.
- Chery Ravenscroft: Forming Career Academies. Developing a Shark tank innovation challenge for 6th graders.
- Katelynn Eberhardt: Healthy Colleges ACHA-NCHA Survey will be conducted on our campus March 2-20th It will help Katelynn understand the health and wellbeing needs of the students.
- Sandra Bauman: Continue to make sure things don't slip through the crack. Connecting and following up.
- Robyn Kiesling: Candidacy application for OTA program. Focus on online student's betterment.
- Dawn Anderson: Starting a cosmetology instructor license training course. There is no one in Montana.
- Sevda Raghib: Elevate peer metric program. Update student facing documents with the counselors.
- Mel Ewing: New Webpage construction.
- Tommi Haikka: OTA classroom/lab construction and floor project.
- Kris Goss: Program LLH assessment for success and a student advisory group.