

College Council
October 13, 2009
Meeting Minutes

Attendees: Dean Bingham, Russ Fillner, Jennifer Skartveit, Suzanne Hunger, Janice Bacino, Art Warner, Steve Lewis, Wyatt Conard, Sarah Dellwo, Joan Schneider, ~~Brandi Foster~~, Mike Brown, Jeff Block, ~~Kevin Brockbank~~, Mike Ceartin; Recorder: Winnie Strainer

Agenda Items

Review Area Goals:

- Steve discussed the Quality of Work Life committee
 - Could not find a way that his committee impacts student success
 - Difficulty getting the committee goals to fit into the Institutional Assessment Template
- The group discussed committee goals and how they relate the Institutional Goals and UMH

Mission Statement

-Dean Bingham asked the group if it is necessary that every committee have goals that fit into the template

- Our Mission Statement should encompass all aspects of the institution
- Revision of the Mission Statement should alleviate the issue
- All Committees should support the Institution
- Growth has changed what our Mission Statement and Strategic Plan should be
- Steve said that after today's discussion he should be able to fit his committee goals in the

template

- The Institutional Assessment Template will evolve with the Institution
- Dean Bingham asked the group how each committee came up with their strengths and

weaknesses:

- Budget Committee is not yet to that point
- Faculty is setting up a blog
- Facility & Safety will send the template to committee members for input

- The group discussed the assessment process for Department's and Committee's
- Dean Bingham asked that each committee utilize the Institutional Assessment Template

throughout the year to establish their committee and departmental goals

ACTION ITEM:

-Committees will complete items 1-3 on the Institutional Assessment Template and throughout the year complete 4; at the end of the year assess 5

-The group agreed to have a standing agenda item of "Institutional Committee Goals and Mission Statement Review"

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Committee Minutes:

- Art discussed committee's sending their minutes to faculty as faculty is too busy to search for each set of minutes; if minutes were sent to their email they would be more easily read
- The group discussed taking the responsibility of going to website and reviewing committee minutes
- Janice mentioned that she does read the Leadership minutes because Winnie emails them
- Dean Bingham asked that if each Committee Chair would like to email the minutes to everyone it is up to them

Core Themes:

- Sarah handed out the new framework for the Accreditation Standards
- Core Themes are basically our Mission Statement parsed out into smaller parts
- Recommend 5-7 Core Themes
- Come up with the Mission Statement and break in down into Core Themes
- Values should permeate a majority of our core themes
- The group discussed the framework of Accreditation Standards and its impact on our Mission Statement, Strategic Plan and Goals
 - Develop the Mission Statement
 - Pull Core Themes
 - Strategic Plan
 - Break it down into measureable goals
- The group discussed the process of coming up with our new Mission Statement

ACTION ITEM:

- Setup a Task Force to develop the process of drafting a Mission Statement that includes the external and internal community*
- Task Force members are: Dean Bingham, Brandi Foster, Kevin Brockbank, Winnie Strainer, Sarah Dellwo, Barb McAlmond, Steve Lewis; a faculty member, student representative, Staff Senate member, Local Executive Advisory Board member*
- Members to be discussed at next Council meeting and first meeting date to be determined*

Service to Community:

- Dean Bingham discussed the trip to Lincoln that he, Brandi, and Jeff made on 10-05-09
- Adopt the School
 - IT Services
 - Library
 - Opportunities for Continuing Ed
- Great opportunity for us to make a difference in a local public school
- The High School and Elementary School are combined

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- Jeff briefly assessed their IT infrastructure
 - Discussed IT options that would help the school
 - No security whatsoever on their system
 - We could help with services management
- Dean Bingham asked the group if they are interested in the project
- Group consensus is that this is worth pursuing

Fall Enrollment:

- Mike Brown reviewed the Fall 2009 Enrollment Summary
- What does the increased enrollment mean to each Department and Committee
 - Long term and short term decision-making
- Russ reviewed FTE comparisons with other institutions and their funding dollars from the State
- 40% of current growth is due to the current economy
- How do we project/plan our budgets based on future FTE numbers
 - Can we maintain these numbers?
 - What if numbers drop?
- BOR was notified during the September 09 meeting that we are dealing with the same amount of resources and a large increase in FTE

H1N1 Plan:

- The Plan will be on the UMH website; a page dedicated to H1N1
- Largest part of the Plan is prevention
- MUS has asked us to report how many staff, faculty, and students have flu-like symptoms
- The group discussed if we should cancel 2 large events the college has this month; Griz Party and the Haunted Airplane
 - The group consensus was to proceed with the events but make adjustments ie; no self-serve nacho bar, etc.

Campus Security:

- There have been discussions with UM re: security options
- More information will be more information available soon

With no more items before the Council the meeting is adjourned.