

**College Council**  
**3:30 p.m. – 5:00 p.m.**  
**December 08, 2009**

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

**Agenda Items:**

Tobacco Task Force

- Jennifer handed out a Memo from Student Senate requesting a Task Force be formed
- Handed out an example of the Fayetteville, AR Smoking Policy/Tobacco Use Policy
- Requested that a Tobacco Task Force be formed to deal with the issue
  - Comprised of 2 faculty, 2 students and 2 staff members
  - The members will include a non-smoke and smoker from each group
- The Task Force would be charged with reviewing the current policy
- The group discussed enforcement of the current policy
- Kevin Brockbank volunteered to be on the Task Force as the Administrative Rep

**ACTION ITEM: Kevin will chair the Task Force and collect the names from each area**

Enrollment Management Committee (EMC) Update:

- Suzanne reviewed the EMC report
- EMC consensus is to provide Student Health Insurance
- Items the committee has been discussing:
  - Do we want to increase enrollment
  - Can we handle more students?
  - What is an optimal number for the institution
  - Cut-off dates
  - Is our mission being accomplished?
  - Most effective use of human capital
- They will be gathering data and will come up with recommendations

Spring Enrollment Update:

- Mike reviewed the numbers for Spring Enrollment
- We started registration 4 weeks early this year
- New student registration started on December 1
- First semester and group advising has started
- The classes are filling up fast
- We are seeing more transfer students from both UM and MSU
- We are well ahead of last year in # of applications; we are approaching 200 apps

IPEDS Data Feedback 2009 Report Review

- Integrated Postsecondary Education Data System (IPEDS) is the nation's core postsecondary education data collection program
- Also serves as the platform to deliver information to the public
- Reviewed College Navigator; website with standardized info from all postsecondary institutions
- Mike reviewed the IPEDS 2009 Report
- Janice briefed that there is a library component as well

Winter Appreciation Luncheon Info:

- Monday the 21<sup>st</sup> of December at 12:00 p.m..
- Please ask everyone from your area to RSVP for an accurate count

College Council Mission Statement Development:

- Janice handed out Mission Statement information

**ACTION ITEM: The College Council will have 2 agenda items for the January meeting 1) College Council Mission Statement Development and 2) College Council Mission Goal Development; Janice asked that each member write down a few items per the handout for review at the next meeting**

College Council Mission Goal Development

- Suzanne reviewed information as to goal development
- Asked the group to think about Council goals for next meeting

Learning Outcomes:

- Brandi briefly reviewed information for standardized learning outcomes
- Documenting how learning is assessed
  - Standard 2 is collecting learning outcome data
- National Institute for Learning Outcomes website has information (please review)
- The recommendations will be brought forward soon as soon as all data is collected
- The group discussed whether or not we are using current data optimally

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Meeting adjourned