



The University of Montana - Helena

COLLEGE OF TECHNOLOGY

College Council **3:30 p.m. – 5:00 p.m.** **September 28, 2010**

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~~, Gary Frankforter; Kila Shepherd; Recorder: Winnie Strainer

Minutes from 09-14-10 were reviewed and approved
Brandi welcomed Gary Frankforter who replaces Mike Ceartin
Communication Plan Outline/Template:

- Kila reviewed the updates to the Communication Plan

American Indian Heritage Day Resolution from BOR

- There is a reporting requirement for the November 2010 BOR meeting
- We have an approved plan pertaining to AIH Day per Suzanne
- Suzanne will move forward with scheduling the 1st meeting of the Diversity Task Force
- Members will be Suzanne Hunger, Winnie Strainer, Kila Shepherd, Shaun Scott

College Council Goals Assessments

- Reviewed and approved the draft College Council Goals

Assessment Group Assignments and Process

- Brandi reviewed the assessments process (handout)
- Sensitive to individual schedules
- When the reviews are completed the groups will present the assessments to the CC for further review

-The College Council will:

- Evaluate progress toward mission fulfillment
 - Determine areas of potential collaboration between programs
 - Identify data points for further development
 - Provide feedback to individual programs to strengthen mission fulfillment
- Brandi handed out the College Council Assessment Assignments 2010-2011
- Brandi suggested that each group invite her to the first two reviews
 - Senate review was discussed; the determination is they do not need to be reviewed
 - Areas added are Book Store, Retention & Advising, Food Services

College Council Minutes

09-28-10

Page 2

-The areas can determine if they want to have the whole area present at the review or appoint one person to present

-We are not evaluating the programs/areas

-The ultimate goal is to have each group assessed and compile the assessments for the Institutional Assessment

-Assessment at the program level is what the supervisors do

-Assessment at the institutional level is what we do

-A minimum of 2 CC reviewers should be present at each review

-November 23rd the first 4 reviews are due to the CC

February 11th the remaining 4 reviews are due

-Each review should last up to 1 hour

-Assessment Review Handout will be used as the template

Old Business

-Tobacco Task Force Items

-A lot of cigarette butts in the street

-Gary and Barb M. are working on a boundaries map for students

-No update on Lincoln School

-Other items completed and removed from agenda

Action Items:

-Each subgroup will have met and have 1 review complete by the October 12th meeting

Meeting adjourned