



The University of Montana-Helena

COLLEGE OF TECHNOLOGY

College Council
3:30 p.m. – 5:00 p.m.
April 12, 2011

Present: Daniel Bingham, Brandi Foster, Kevin Brockbank, Kila Shepherd, Russ Fillner, Gary Frankforter, Mike Brown, Steve Lewis, Sarah Dellwo, Suzanne Hunger, Janice Bacino, Wyatt Conard, Jeff Block, Joan Schneider, Joella Foust for John Hartman, Charles Brown

Minutes from the March 8th meeting were reviewed and approved.

Retention Data Implementation Plan

- Suzanne has not had a chance to review the information with Mike
- More data is being gathered
- Enrollment Management Committee (EMC) is meeting next week
 - Suzanne asked for data requests/questions to take back to EMC
- Charles asked what type of data was collected
 - Data is from surveys, withdrawal information, etc.
- The group discussed the need for an Institutional Researcher
 - Need for one area to house all of the data
 - At this point in time the College Council (CC) will maintain the data
 - We should all be going back to our areas and informing them that we have the data
 - It's vital that CC information is being shared with our areas
- Joella asked if the information is available to faculty
 - The data is available to everyone on the employee share drive
- The EMC can provide suggestions as to how to use the data

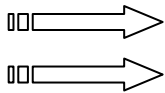
Action Item: Mike and Suanne will develop a retention data implementation plan and present it to the College Council.

Diversity Subcommittee

- Kila reviewed the current information from the Diversity subcommittee(SC)
 - Current members are: Kila Shepherd, Brandi Foster, Jean Bailey, Winnie Strainer, Josh Bennett, Steve Lewis, Suzanne Hunger
 - Worked for 2 months trying to find members from each area to serve on the SC
 - Concern that the current committee may not provide full institutional representation. However the feeling by the committee is they have the experience to provide a recommendation to the CC
- Other items discussed
 - Vagueness of the term "diversity"

- Committee mission and vision: developed or not developed
- That we may want to look at having a more formal membership
- Whether the Diversity subcommittee would be more appropriate as a subcommittee of the CC
- Diversity is a good topic for faculty and awareness training
- That the Diversity SC needs clarification from CC and a charge
- The word “diverse” is in our mission statement
- The institution needs to acknowledge diversity
- The minutes from October 12, 2010 that discussed forming the SC
- The CC asked the SC to come back with a recommendation as to the direction the institution should go to become more aware of diversity

Action Items:



- Joan volunteered to serve on the Diversity Sub Committee
- *Kevin Brockbank made a motion*
 - *The College Council tasks the existing Diversity SC with bringing a recommendation back to CC that defines diversity and how to carry-out diversity throughout the institution. Jean seconded the motion. Discussion. Motion amended as written above. Motion approved.*

Strategic Plan Development Draft

- Goal in 2011-2012: Develop a new Strategic Plan for 2012-2022 (5yr plan visioning check point in 2017)

Step 1: Day of Visioning (May 9th 2011)

- Review our past
- Take a current snapshot
- Look at future challenges and opportunities
- Identify strategies for promoting the Mission of the College
 - Take into consideration
 - Local and regional histories
 - Past and present growth in two-year education across the state
 - Perception similarities/differences: community, regional, collegial, regental, commissioner office, internal

Step 2: Plan Development (Fall 2011)

- Plan Based on:
 - Mission
 - Vision; to be reviewed and or developed
 - Values: to be reviewed and or developed
- Create Strategic Goals in identified institutional areas:
 - Goals Areas:

- (example: Resources Development and Allocation, Community Evolvement, Academic and Professional Excellence, Teaching and Learning, Accountability, Diversity, Sustainability, Communication and Infrastructure, Institutional Advancement, Economic Development, Teaching and Learning)
 - Strategies:
 - (example: Implement consistent branding communication)
 - Outcome indicators:
 - (example: Audit of internal and external communication specific to the UM-Helena brand)
- Create Institutional Success Indicators
 - (example: Financial Aid: the Amount and number of awards made, as well as the number of students receiving the awards)

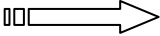
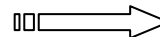
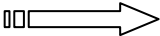
Step 3: Plan Document Creation (Fall 2011)

- Formalize a written plan document: distributed to and reviewed by the College
 - Document completed by the College Council
 - Distributed to the College for review
 - Final review and endorsement by the College Council

Step 4: Implementation Strategies (Spring 2012)

- College council will develop implantation strategies consistent with assessment and accreditation processes
- Oversight of plan implementation by the College Council

Action Items:

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 - Each CC member will review the draft and provide a list of Goals areas to be discussed at the next meeting.
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 - All of the CC self-assessments be emailed to Brandi by the Friday prior to the April 26th College Council meeting.
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 - A modified version of Robert's Rules will be used in CC meetings to clarify action items in the minutes.

Meeting Adjourned