

COLLEGE COUNCIL

Minutes

Lecture Hall – 9/10/2013

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- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Bingham, Daniel | <input type="checkbox"/> George, Mary Ann <i>excused</i> | <input checked="" type="checkbox"/> McAlmond, Barb |
| <input type="checkbox"/> Block, Jeff <i>excused</i> | <input checked="" type="checkbox"/> Henry, Rick | <input type="checkbox"/> Pollock, Greta <i>excused</i> |
| <input checked="" type="checkbox"/> Brown, Michael | <input checked="" type="checkbox"/> Lewis, Steve | <input checked="" type="checkbox"/> Runge, Denise |
| <input checked="" type="checkbox"/> Dellwo, Sarah | <input checked="" type="checkbox"/> Lovell, Elyse | <input checked="" type="checkbox"/> Stearns-Sims, Elizabeth |
| <input type="checkbox"/> Fillner, Russ <i>excused</i> | <input checked="" type="checkbox"/> Marston, Summer | <input checked="" type="checkbox"/> Walborn, Joyce |
| <input checked="" type="checkbox"/> Frankforter, Gary <i>excused</i> | <input type="checkbox"/> Martin, Leah <i>excused</i> | |

Guest: Sandy Sacry

The meeting began at 3:33 a.m.

New Charge for College Council

- **Development of a mission/vision purpose statement**

Changing the makeup of College Council (CC) and charge. Started as a venue to look at assessment and strategic plan development and processing of the strategic plan. Strategic planning and assessment items kind of pushed other topics aside in CC. Now there will be a Strategic Planning and Assessment (SPA) committee. College Council will be used for overall discussion of items (i.e., when the tobacco use policy was created, it came to college council) thoughts, ideas, projects, etc., to broaden conversation through the institution. Communication from leadership through campus and back to leadership. May be a need for subcommittees. Many on CC may be on SPA. Others are welcome to attend SPA.

- **Review participant list**

Discussion of list. Della Dubbe is representative of Budget and needs added. If leadership person chairs a committee, there should be an additional representative from that committee. If an area is large, like Student Services, maybe have an additional representative. Sarah attends as Registrar. Large group could become unwieldy. Larger it gets, the more unwieldy it becomes. If specific topics pertain to someone, they can be invited. Need to make sure all major areas are represented. Minutes go out to institution. Anyone can attend.

Discussion if anyone else should be included in core group. Suggestion of someone from AP campus. Ideally, committee chairs would include people from both campuses. Maybe a campus representative? Division chairs? Areas of focus (technical, professional, transfer, etc.)? Maybe get someone from AP to co-chair a committee? Short-term task force members? Subcommittee chairs? Maybe someone from ECOS? Topics can also be put on by other people. Some concern with division chairs being on CC because they already have many meetings.

The group will consider others to have on the list and discuss at future CC meetings.

New Assessment and Strategic Development Committee

Strategic Planning and Assessment (SPA) will be taking over accreditation and strategic planning duties from College Council. There is value for accreditation in having a mission and vision. Separating the mission and vision from College

Council will be addressed at the next CC meeting. Would be good to create mission for other committees and organizations, also, for accreditation purposes. Summer will send emails out to solicit agenda items.

Retention Task Force

Fell under enrollment management in past, but want to broaden scope. More of a holistic approach.

Denise and Elizabeth will not serve as chairs. Will be institution driven.

Not all College Council members need to be on Retention Task Force. Open up campus-wide, but housed under CC (include facilities, students). Removed all 'retention' from director of ALCC job description. If ALCC director is chair, would have faculty as co-chair. Degree completion and retention tied back to performance funding. Retention and completion will be tied together, although not in the same committee. Maybe 12 in the group, unsure if that many will participate. Currently is a task force, but could end up becoming a standing committee depending on OCHE direction. Too preliminary to know right now.

Elizabeth will email College Council for feedback number of participants, suggestions on names. Summer will get minutes done quickly so Elizabeth can send with the email. CC members can take to their committees.

Not much detail yet on performance funding. Still have an opportunity to be in driver seat. Many pieces could affect HC in large measure. Same is true with academic piece. Nationwide to some degree—some legislative mandate, some board mandate. Students who transfer out of state are not counted. OCHE counts if still in Montana system. Articulating with Carroll or WGU could hurt us even if best for students. Objectives and goals for accreditation, but funding attached to retention.

Helena College Policy updates

600.1 Non-tobacco Use, Smoke-free Workplace and Facilities

Smokeless tobacco added. Sandy Sacry attended National Smokeless Tobacco Summit and they recommended the additional text, to delineate everything, not just say 'tobacco-based products.' FDA has not approved or denied e-cigarettes. Some have enough nicotine to kill a small child. Therefore, don't want on campus. Vote: Forward on to institution.

600.11 (draft) Campus Closure

Was started before by the budget office, lost in the shuffle. Add NPR/MTPR. Remove phone numbers, clean up formatting, maybe an internal document for cell phones lists. Not published. Suggested the following changes:

1. Add NPR and MtPR
2. Remove all phone numbers, make internal document with this info.
3. Titles instead of names, Facebook to Marketing.
4. Fix imminent.
5. Add emergency text message system.

Vote: Forward on to institution after changes are made.

Exploration Works movie

Received invite from Exploration Works "Science of Movies" and new Cinemark XD auditorium (only one in Montana) for movie premier on Thursday. Unsure what movie, premier and not out for general view. People will monitor, only allowing those listed, assigned seating. Will be out for general public soon. Please email names to Summer. Summer will notify CC when we have 20 on the list.

Next Meeting

If participants cannot attend, they may send someone in their place, but not required unless they have items on the agenda. Summer will send out request for agenda items.

Meeting adjourned at 4:31 a.m.

Deliverables:

New Charge for College Council, Participants

- The group will consider others to have on the list and discuss at future CC meetings. Summer will email to solicit for agenda items.

New Assessment and Strategic Development Committee

- Separating the mission and vision from College Council will be addressed at the next CC meeting. Summer will email to solicit for agenda items.

Retention Task Force

- Elizabeth will email College Council for feedback number of participants, suggestions on names. Summer will get minutes done quickly so Elizabeth can send with the email.

Helena College Policy updates

- **600.1 Non-tobacco Use, Smoke-free Workplace and Facilities**
Forward on to institution.
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Exploration Works movie

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