

COLLEGE COUNCIL

Minutes

Lecture Hall – 3/11/2014

-
- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Bingham, Daniel
<input checked="" type="checkbox"/> Block, Jeff
<input checked="" type="checkbox"/> Brown, Michael <i>via Skype</i>
<input type="checkbox"/> Dellwo, Sarah (<i>Sarah D.</i>)
<input checked="" type="checkbox"/> Dubbe, Della
<input checked="" type="checkbox"/> Fillner, Russ | <input checked="" type="checkbox"/> George, Mary Ann
<input checked="" type="checkbox"/> Hartman, John
<input type="checkbox"/> Henry, Rick (<i>M.George</i>)
<input checked="" type="checkbox"/> Lewis, Steve
<input type="checkbox"/> McAlmond, Barb <i>excused</i>
<input type="checkbox"/> Palmer, Shawn <i>excused</i> | <input checked="" type="checkbox"/> Runge, Denise (<i>S.Sacry</i>)
<input checked="" type="checkbox"/> Stearns-Sims, Elizabeth
<input checked="" type="checkbox"/> Walborn, Joyce
<input checked="" type="checkbox"/> Wiederhold, Mike (<i>R.Caron</i>)
<input checked="" type="checkbox"/> Worthy, Kim |
|--|--|---|

Recorder: Summer Marston

The meeting began at 3:34 p.m.

• **Committee Reports**

- *Budget* – Discussed potential \$2m shortfall with possible funding allocation presented at UM Affiliation meeting, that model will not be used. May allocate as in FY14. Russ working on model, proactive. State and tuition dollars may be shifting. UM affiliation Missoula and Butte have high expenditures per student.
- *Diversity* – Displays by Don 130, will continue to update with new events. March is Irish Heritage Month – Mike Cronin presentation on March 27 in Lecture Hall; Irish scavenger hunt, students bring items to presentation and will be eligible for prizes; green mint smoothies. Also National Women’s History month – Ellen Baumler historical presentation on Florence Crittenden, Barbara Burton of Florence Crittenden will be present to speak and answer questions. April is Autism Awareness Month and European History Month. Black History Month presentation DVD can be checked out in the library.
- *Facilities and Safety* – Discussed below in Old Business.
- Information Technology – Discussed below in Old Business.
- Institutional Advancement
- Quality Work Life – Ski night cancelled due to weather. Planning bowling night. Longevity pins, spring luncheon plans. Spring wellness check.
- Student Life – Discussed attendance policies.

• **Faculty, Staff, and Student Senate Reports**

- Faculty Senate – March meeting. Fairly well attended.
- Staff Senate – Ergonomic presentation on March 20 with Leah Tietz from OCHE. Chili cook-off was successful.
- Student Senate – Active. WPR was well-attended. Spring Fling, family oriented. Legacy gift. Announcements for senate, open to students at large. Voted to allow MAS to move fee every year.

• **Policy**

- IT Policies
Mostly security. Three more to come.
- Animals on Campus

Procedure to ask will be added by Elizabeth. Will see more animals on campus. Provisions for disruption, making accommodations. Animal info will be provided to campus. This policy redacts the Personnel policy currently in place.

- **Marketing**

Discussed with old business in Enrollment.

- **Old Business**

- **Committees**

- *Budget Committee - Revised budgets due February 21. Russ will send a reminder. Received for almost everyone. Moving out into fee pots. Current estimate \$168k short of balancing with loss of performance funding dollars and raises/insurance. Tuition is unknown. No contingency fund. Budget committee will discuss turning over to leadership. Everyone with UMDW access can see current spending to plan for next year. Do not want to lose personnel.*
- *Facilities and Safety Committee - Mike W will discuss possible AED grant funding with Russ. One on each campus. Nursing program did some training, maybe will do another. Discussed first aid supplies. Mike check into first aid supplies. Eyewash station at AP is not plumbed. Needs to be plumbed. All new areas have plumbed, machining or diesel may not. No guard on hydraulic press. Safety Committee needs to address. Discussed evacuation maps. Mike looking into regulations and posting in more places. Emergency Plan review. Summer will finish pulling list together of those who will be attending the Missoula training.*
- *Information Technology Committee - Summer will contact IT Committee members to meet. Discussion about size of IT committee, pared down, meeting tomorrow morning.*
- Summer will provide an updated list of committee members to CC.

- **Financial Literacy Task Force/Grant** - *Elizabeth will send goals to Brett, Mary Ann, Denise for adjuncts. Notification sent. Concerns about debt nationwide. Good discussion at BOR. Shared HC process, received positive feedback. Cost of education in Montana stable, two-year tuition has been constant and fees have not increased dramatically. Actual cost is living expenses. Working to broaden the discussion into class about financial literacy to help students make better decisions. Discussed possible statewide mandated financial literacy training before students get aid. HC students receive already, get 1:1 counseling. Different with four-year – type of student, parent assistance, etc.*

- **Enrollment** - *Take handout data back to area/programs. Will be brought back to College Council for discussion.*

Deep enrollment drops, but high fall/spring retention rate. Academics working to make sure all 100-200 level courses satisfy 4-year degree requirements. Marketing institution broadly, not specific programs or areas. Recruiting all over state. Bound to so many high school recruitment visits per year. Heighten communication / awareness to bring meetings to the campus (math tests, COMPASS tests, etc.). White papers to download off website for counselors have in hand. Helena School District is facing a teacher shortage in the next few years. Academics working on articulation agreements. Pharmacy was the first signed articulation agreement with a 4-year to guarantee admission across the state. System 'tuning' initiative to get 2-to-4-yr programs. Take a look at programs to see what we could package together, providing an associate degree with 4-year pathway. Incentivize 4-year schools to want 2-year students. Discussed Carroll merit scholarship and transfer scholarship, viable option to articulate and strengthen ties with Carroll. Discussed counselors meetings on campus, tour STEM and high-tech facilities, maybe biennial. Include middle school counselors and ADs. Dean Bingham discussed professional switch with elementary

school principal. She did not know about chemistry, biology, technical, gen ed and transfer. Student field trips over time would change the way parents perceive the College. Discussed coloring books, having schools do parent nights on campus. Would be good to focus on two grades, get them once, then again later. Use of facilities during summer – summer programs for middle, early high school. Working to get course schedule done set earlier. Working on degree in three, dual enrollment students. Mike will look into 2-year colleges in Washington – matriculation to 4-year schools, enrollment increases, reaching out to bring students on campuses.

- **College Calendar / Upcoming Events** – *Send additional feedback to Summer and bring back to College Council.*

Jeff will look into options for institutional and community calendars, existing software, human capital. Committee agreed it would be best to have one person maintain. Becomes a marketing tool outside, communication tool inside. What do groups want to see? Jeff will provide info on logistics, cost, etc. Discussed sidebar of community events on website, maybe scrolling with dates. Include important campus activities, such as graduation. Community activities, such as the family history fair in May.

- **Midyear Accreditation Reports** – *Still need some. Finished and turn in. Log into SharePoint, update goals. Still some needed, were due in February. Mike will send list to Dean Bingham and he will touch base with committee chairs.*
- **Protocol / Process** – *HR awaiting hypothetical submissions to review and bring possible processes back to College Council.*

No hypotheticals have come in. doesn't seem to be a concern.

Deliverables

- **Old Business**

- **Committees**

- *Facilities and Safety Committee* – Mike W. check into first aid supplies. Eyewash station at AP needs to be plumbed. Guard on hydraulic press. Summer will finish pulling list together of those who will be attending the Missoula training.
- Summer will provide an updated list of committee members to CC.

- **Enrollment**

Mike B. will look into 2-year colleges in Washington – matriculation to 4-year schools, enrollment increases, reaching out to bring students on campuses.

- **College Calendar / Upcoming Events**

Jeff will provide info on logistics, cost, etc.