

**COLLEGE COUNCIL**

*Minutes*

*Lecture Hall – 11/18/2014*

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|--|--|--|
| <input type="checkbox"/> <del>Bingham, Daniel</del> <i>excused</i> | <input checked="" type="checkbox"/> Fillner, Russ    | <input checked="" type="checkbox"/> Runge, Denise                |
| <input checked="" type="checkbox"/> Block, Jeff                    | <input checked="" type="checkbox"/> George, Mary Ann | <input type="checkbox"/> <del>Schmidt, Matt</del> <i>excused</i> |
| <input type="checkbox"/> <del>Brown, Michael</del> <i>excused</i>  | <input checked="" type="checkbox"/> Hartman, John    | <input checked="" type="checkbox"/> Stearns-Sims, Elizabeth      |
| <input checked="" type="checkbox"/> Dellwo, Sarah                  | <input checked="" type="checkbox"/> Henry, Rick      | <input checked="" type="checkbox"/> Walborn, Joyce               |
| <input type="checkbox"/> <del>Dubbe, Della</del> <i>excused</i>    | <input checked="" type="checkbox"/> Lewis, Steve     | <input checked="" type="checkbox"/> Worthy, Kim                  |
| <input checked="" type="checkbox"/> Estey, Leesa                   | <input checked="" type="checkbox"/> McAlmond, Barb   |  |

Recorder: Summer Marston

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• **COMMITTEE REPORTS**

- **Budget**

Review prior year assessment, moving forwards. Currently reviewing numbers on outcomes at end of last fiscal year, primarily focusing on those that were significantly overspent, also underspent. May have questions to particular individuals. Info to prepare out on the employee drive, can start preparing.

- **Diversity**

NA heritage display. Cases are in, will be installed. Beginning book club in December, *Snow Falling on Cedars*, in library for check out, discussions will likely be at noon, and possibly viewing the movie (dependent on viewing rights). Mixed reviews on the Employee Fair, so Diversity committee will not be arranging it, but welcomes another committee to take it up. Ellen Baumler doing a lecture in March, "Montana and the Landscape for Prostitution." Discussed if permission may be needed.

- **Facilities and Safety**

Safety committee met two weeks ago. Setting course for committee. Basic lifesaving training 11/26. OSHA 10 coming 1/8-1/9 at AP campus. Matt working with CE on active shooter training. Completed safety audit on both campuses, will review at next meeting. Will look into threat assessment. Discussed 10/22 drill, additional drills. Need to address what to do in public areas like student center, hallways, etc.

- **Information Technology**

Will be meeting in December.

- **Institutional Advancement**

Culling alumni mailing list. Looked at mailing postcards, cost prohibitive. IT created an email address that can email from [alumni@umhelena.edu](mailto:alumni@umhelena.edu) and shows up as Helena College Alumni. Breaking lists down to groups of 1000 to email, looking at offering a prize to register as an alumni. Currently researching a speaker. Committee members expressed interest in having someone come in and discuss Ebola and how it affects Helena, Dr. Donald Skillman.

- **Quality Work Life**

Working with Sodexo on menu for 12/15 winter luncheon on Donaldson campus. Requested that everyone fill out survey. Meeting Thursday. Looking at luncheon activities, optional interactions. In house giving basket campaign flyers will go out right after Thanksgiving.

- **Student Life**

Met 10/16. Will be discussed at Leadership.

- **FACULTY, STAFF, AND STUDENT SENATE REPORTS**

- **Faculty Senate**

Will now have minutes put up on the website. Academic integrity statement first reading done, second at next meeting. Lengthy discussion about disruptive student removal policy. Looking at policies from other community colleges, commuter schools, etc. Discussed looking at money for security. Meeting next in January. Discussion about meeting minutes, where they should be. Should be on the website. Send to UMH IT managers.

- **Staff Senate**

Met Thursday. Chili cookoff went well, 10 participants, fed 80. Looking at ugly sweater event for winter luncheon. Will discuss with QWL. Will be doing a book group every other month, will coincide with end of Diversity Committee book group. Hope to have ongoing sponsored by staff senate.

- **Student Senate**

Looking at leadership training for exec committee. Had Halloween event and costume contest. Worked with Sodexo to provide food. Formed committee for winter event 12/6, working with Sodexo on food.

- **POLICIES**

- *700.3 Department Security Contact*
- *700.4 Blocking Network Access*
- *700.5 Guidelines for Use of Network Data Reports*
- *700.6 Web Standards*

Will become official if no response before end of day Friday 11/21.

- **TV IN STUDENT CENTER**

Planning to buy a TV for student center, create more of a presence. Students currently very transient, looking to create an environment where students will stay, lounge space over by foosball table, tables on the other end of the Student Center. Some students have brought up. Trying different things. TV would be cabled down. Discussed options for viewing - DVDs, cable TV, etc. May have recurring cost. Quiet places to study include library, support center, and open computer lab. Would set TV to certain max volume, use sound buffers. Must be mobile, removable easily by existing staff. Power on east wall, would need to make sure close to where wanted for cable. Discussed ceiling mounted soundproofing. Need to look at for lecture hall at AP, too. Discussed if doing at Donaldson, include AP, too. AP lounge area more confined, not so much a study area.

- **MEMBERSHIP OF THE FINANCIAL LITERACY DEFAULT PREVENTION TASK FORCE**

Val Curtin attended College Council to discuss task force. Have new Financial Wellness Coordinator who works Tuesday-Thursday from 8:30 to 3:30. Looking back at dreams, success, things that need to work on. Feeling like success is stagnating, trying to infuse institution-wide. Not just a financial aid issue, but an institutional issue. Default rate (how many students who have defaulted who have one into repayment in the last three years) has increased, up to 14.5 currently. At 15, mandated by feds or could lose aid. Pell students are 65% of student body, 45% are full Pell-eligible. Decreasing in subsidized and unsubsidized loans, even in relation to head count. Decreasing amount of money that HC sends back to DOE. Helping students realize they don't need to borrow as much, more students able to register because no balance owing on their account. In Fall 2012, 95 withdrawals. Last year there were 65, this year 61. Speaks to success and viability.

Would like to embed Financial Literacy more into advising, classrooms. Discussed student of the month, many faculty / staff not participating. Fin Lit Task Force needs more people, not just people from Fin Lit default team.

Currently no SGA participation, would be good to have a student on committee. Discussed requiring some financial counseling before second loan disbursement. Identified high risk students, students meeting limit of aid. Students often open doors that advisors need to work with to help. Financial Wellness Coordinator can be resource faculty can direct to. Had a lot of traction at beginning, had lot of successes. Need additional people to buy in, take hands on. Workbook on Moodle available to all students/faculty. ASCR discussion about finance course geared towards general populous, support and training with advisors to help them map out awkward conversations, Moodle course similar to alcohol.edu. College success class not required of all students. Only place Fin Lit required is orientation. Transit will be mandated by OCHE, not everyone has to, targeting those over \$15k in debt and those on academic plan and TRiO. Discussed maybe requiring career services assistance if changing degrees. Elizabeth handed out info, data analysis from Mike. Moving in the right direction according to surveys. Need faculty to be flagging those that don't attend by 15<sup>th</sup> day. Good that kudos flags being raised.

- **LEGISLATIVE UPDATE**

Governor's budget to legislature has all new funding performance-based funding. Primarily retention, completion, DE for two-year. Legislative season need to exercise care that not lobbying when acting in official capacity. No use of college provided materials, internet, etc. Wearing logo wear, representing the college. Everyone entitled to participate as a citizen.

- **PRESENTATION TO OCHE ON "HC PROGRESS ON THE TWO-YEAR MISSION**

HC ahead of the curve because are comprehensive 2 year college.

- **PBF UPDATE – ELIZABETH**

Four measures – three required are completion, retention, dual enrollment. Must see 1% growth. Sent out spreadsheet with formulas. This year, all residuals went to those who made mark. Asking that some residuals be put in financial need-based scholarship, open enrollment for students to apply. Remaining will go back to original metrics, look back at second year, get percentage back if made mark the second year. Pushing for retention in the state, not just MUS, because of relationship to Carroll. Discussed having students finish degrees. Working on transfer scholarship with completed AS or AAS degree, articulating with 4-year programs. In students' best interest to max out credits.

- **ALL CAMPUS MEETING PRIOR TO SPRING START**

Leadership planning all-campus meeting 12/16 from 1-4 pm rather than before spring semester. Reviewing strategic plan, goals, aligning with MSMP, alignment with mission and goals for accreditation. Usable Strategic Plan document to use. More info at a later date.