

COLLEGE COUNCIL

DRAFT Minutes

Lecture Hall – 10/10/2017

Attendees:

- | | | |
|---|---|--|
| <input type="checkbox"/> Baker, Jane | <input type="checkbox"/> Fife, Kris | <input type="checkbox"/> Sacry, Sandy |
| <input checked="" type="checkbox"/> Bennett, Josh | <input type="checkbox"/> Fillner, Russ | <input type="checkbox"/> Schmidt, Matt |
| <input checked="" type="checkbox"/> Block, Jeff | <input type="checkbox"/> Hickox, Chad | <input type="checkbox"/> Stearns Sims, Elizabeth |
| <input checked="" type="checkbox"/> Brown, Mike | <input checked="" type="checkbox"/> Johnson, Brenda | <input checked="" type="checkbox"/> Steckler, Tammy |
| <input checked="" type="checkbox"/> Burke, Tammy | <input checked="" type="checkbox"/> Kiesling, Robyn | <input checked="" type="checkbox"/> Turner, Patrick |
| <input type="checkbox"/> Clinard, Jan | <input checked="" type="checkbox"/> Kurokawa, Quinn | <input checked="" type="checkbox"/> Wiederhold, Mike |
| <input type="checkbox"/> Curtin, Valerie | <input checked="" type="checkbox"/> Lannert, Mary | <input checked="" type="checkbox"/> Willcockson, Ann |
| <input checked="" type="checkbox"/> Dendinger, Rick | <input checked="" type="checkbox"/> McAlmond, Barb | <input checked="" type="checkbox"/> Zelenak, Maia |
| <input checked="" type="checkbox"/> Dellwo, Sarah | <input checked="" type="checkbox"/> Munn, Nathan | |
| <input checked="" type="checkbox"/> Dubbe, Della | <input type="checkbox"/> Richards, Matthew | |

Recorder: Hayley Blevins

Minutes from last meeting were reviewed and no comments were made. Tammy motioned to approve the minutes with no changes, Mike seconded, motioned carried unanimously.

Committee Updates were sent out in advance of the meeting. Questions / comments were as follows:

COMMITTEE REPORTS

- **Advising** – None
- **Budget** – None
- **Diversity** – Diwali will be celebrated next Wednesday the 18th at the Airport campus with food, and next Thursday the 19th it will be celebrated on the Donaldson campus. There will be food, a Bollywood dancer, mehndi (henna), and the opportunity to create a rangoli in different mediums (chalk, powder, or markers). This Thursday is a free movie night at the Donaldson campus. The movie is “Lion” and there will be popcorn.
- **Institutional Effectiveness** – None
- **Professional Development** – None
- **Quality Work Life** – None
- **Safety** – None
- **Strategic Planning & Assessment** – None

FACULTY, STAFF, AND STUDENT SENATE REPORTS

- **Faculty Senate** – ECOS meeting tomorrow. ASCRC had positions that need to be filled. Senate is looking into the SGA suspension on spending. Looking at starting a Scholarly Research committee at school for science or arts. Possibly starting a journal titled “Facets”.
- **Staff Senate** – None
- **Student Senate** – None

POLICY ITEMS

- None

ACTION ITEMS

- By Laws Update- Section 2 states attendees are expected to attend. Question was raised if that means indefinitely. The agreement was that attendees are expected to attend as long as they hold their position at the college. Nathan motioned to accept the bylaws as written, Tammy seconded, motioned carried unanimously.

INFORMATION / DISCUSSION ITEMS

- Fall Enrollment Update
 - Sent attachment in an email late today of the Enrollment dashboard overview. This shows change over past year and includes highlights and short term 3-5 years trends. Retention was up 2% on campus and up 4% for online. Trades were above for retention. Retention is on a positive trend and DE is not counted in retention. Retentions does include students who go into the MUS system within a one year period. Traditional students retained better than nontraditional. Gen Ed is stable at 1/3 of our students. Trades has lost students 30% over the years.
 - Our headcount is 1424 which is just above last year. Headcount is stabilizing. FTE had no major change. 38% of our students are fulltime and 62% are part time. Entering students are down 9% because applications were also down. Online students are 1/3 of our students. Online is doing better since we have put resources into and now that we have full time person. Older part time students are becoming rare. Our students are getting younger even without DE included. Our average age is 27 which has dropped from 29 in 5 years
 - DE is up 14 % and in the CTE area it is double. DE is growing rapidly and accounts for 14% of FTE and 1/3 of students, which effects income since tuition is ½ price for them with big push to be free. Most DE students don't come to our college. DE was ½ of our part time students. Performance based funding for DE is tied into our matrix.
 - Developmental courses are also on our matrix. This looks at a student who took the developmental course and then if two years later if they have completed gateway math and writing. Will changing our developmental courses change our funding? There are three different levels based on types of campus type.
 - It is too early to project but our performance based funding but looks positive. Economics impact our enrollment, but Montana has been pretty stable. Helena has low high school enrollment, but could increase in upcoming years. Will be having enrollment management meetings to use the data.
- Helena College Operating Cycle
 - The focus of this is to pinpoint times that are busy on campus in order to function more effectively. The goal is to learn how processes effect other areas on campus and how we work to make it smoother for everyone. Start by looking at your department. We need to know every department's busiest times to see if we could shift things. A gant chart or graphic tool could be used to lay it out visually to see overlaps. Also look at way we could scale back. Committee feels that we are already aware of these peak times and there is not much that can be done. Could it be as simple as not booking a big meeting at peak time? Will continue next meeting.
- Council is trying to understand what power they have. Do all of the committees that report to us have to have approval for all of their decisions? Committee feels that it was not the intent for this body to approve everything from subcommittees. There is confusion on whether this committee is an approval body or a recommendation

body. Some thought the council was to make decisions that leadership passed down and this was the point of agenda item form. Will continue conversation at next meeting.

Barb motioned to adjourn the meeting at 5:00pm, Jeff seconded, motioned carried unanimously.

DRAFT