College Council  
3:30 p.m. – 5:00 p.m.  
November 10, 2009  

Attendees: Dean Bingham, Russ Fillner, Jennifer Skartveit, Suzanne Hunger, Janice Bacino, Art Warner, Steve Lewis, Wyatt Conard, Sarah Dellwo, Joan Schneider, Brandi Foster, Mike Brown, Jeff Block, Kevin Brockbank, Mike Ceartin; Recorder: Winnie Strainer

**Agenda Items:**

**College Mission Statement Development**
- Trudi Paaso will represent staff on the Mission Statement Task Force
- Winnie will email Art for name of the faculty member
- The first meeting of the Task Force will be determined after all members have been determined

**Information Items from Facilities & Plant:**
- Long Range Building Plan: November 17th a meeting will be held in room 002/003 on the Donaldson campus
  - Russ reviewed information that will be discussed at the meeting
  - The group discussed the long range building plans
  - Brandi discussed that the more we can tie long range building plans to a process the more we can tie it into Accreditation
- Cliff Funding Report was reviewed
  - Russ reviewed that we should be receiving more funds than we are currently receiving
  - We have to ensure that we continue to have students
    - This is everyone’s responsibility
  - Furloughs are a real possibility on larger campuses in MT
  - We would have to maintain an 800 FTE to not have a shortfall
  - Our tuition will stay the same next year and the larger institutions will increase 3%

**ACTION ITEM:** IPEDS Report copies for all Council members; review of report
- Valerie Osborne is on-board and currently working with Deb Hansmann for training purposes in anticipation of Deb’s retirement at the end of December
- Russ reviewed the card key entry test that will occur over the summer 2010
- Campus Security was briefed
- Temporary hire positions were reviewed

**Lincoln Public School:**
- Reviewed the email from Laurie, Principal of Lincoln Public School re: items they are interested in receiving assistance in
  - Distance Learning
  - Dual Credit
  - Continuing Ed classes for the Lincoln community
Learning Outcomes Assessment:
- Brandi reviewed current information
- The first step has been completed and is now at the point of assessment
- Important that non-academic components assess outcomes also
- How can we as an institution really improve and show that we are doing what we say we are
  - How do we as a committee start that dialogue?
  - Funding surveys and tests for the non-academic components
  - What is the best way to assess learning outcomes?
  - Validates what we are doing
  - We are very poor at demonstrating what we are doing but the Accreditation process is helping us improve
- Outcomes determine what is working and would help during the funding process
- The group discussed examples of how to assess learning outcomes
- Jennifer suggested that assessing first semester students and then assessing them again 2 years late is a good idea

ACTION ITEM: Best practices and areas that have the data have gone about assessing
ACTION ITEM: Make a budgetary commitment to fund institution-wide learning outcomes assessment testing as a pilot project in various areas; exit testing

Institutional Committee Goals (Standing Agenda Item):
- Areas will bring the goal setting and mission statements to meeting for discussion

Items for the next meeting:
- Defining Strategic Development
- Mission statement for the College Council
- The agenda items should come from all Council members

Miscellaneous Items:
- Jeff briefed IT information about the computer labs
- There will be two half-labs in Fall 2010
- Jennifer asked what students are going to do without a lab for Spring 2010
- The group discussed class scheduling

Meeting adjourned