

DEAN'S CAMPUS ADVISORY COUNCIL MINUTES

WEDNESDAY, APRIL 27, 2022

Virtual Meeting Every Fourth Wednesday at 1:30 to 3 p.m.

MEMBERS:

- **Sandra Bauman**, Dean/CEO
- **Tricia Fiscus**, Asst. Dean of Admin. Affairs
- **Tammy Burke**, Exec. Dir. CTE
- **Valerie Curtin**, Exec. Dir. Compliance/Fin. Aid
- **Jessie Pate**, Dir. IR/Effectiveness
- **Donna Breitbart**, Director of Marketing, Communication, and Alumni Relations
- **Robyn Kiesling**, Exec. Dir. Gen Ed & Transfer
- **Sarah Dellwo**, Exec. Dir. Enrollment
- **Stephanie Hunthausen**, Dir. of K12
- **Paul Nicholson**, Fac, Senate Pres. Elect
- **Steve Lewis**, Faculty Senate President
- **Julie Adams**, Staff Senate President
- **Ryan Loomis**, Director CEC, SBDC
- **Debra Rapaport**, Director of Nursing
- **Emily Schuff**, Director of Student Life
- **Vacant**, ASHC President
- **Paige Payne**, Exec. Asst. to the Dean/CEO (recorder)

Mastermind Discussion

March DCAC minutes were approved.

State of the College Forum, May 10, 2022 (SB)

- Finalize time allotment for each presentation.
 - Seven minutes per presentation.
 - No other topics were suggested by the group.
 - Tammy suggested that the Priorities and Planning Statement should be distributed to the campus in the fall after it is submitted to OCHE.

Strategic Plan (SP) Update (SB)

- Current annual plans are due June 30, 2022. IDEA will review and provide feedback.
- The SP will be effective July 1, 2022.
 - The AY23 annual plans will connect with the new defining characteristics and the database will be updated. The first draft is due in September.

Marketing Plan for Vacancy (SB)

- Donna Breitbart has accepted a different position with an engineering firm in town.
- The Dean's office is working with Donna to create a checklist to make sure her duties are covered in the interim.
- The Marketing position will be posted soon.

2nd Chance Pell Update (SB)

- The Department of Education approved HC's application allowing the students at the Montana State Prison to apply for assistance to enroll in HC's Auto Technology program and obtain a CAS.
- Ten students will be accepted in the program.
- Jerry Stewart is the instructor. The classroom lectures will be streamed via the Auto Technology SMART classroom at the APC.
- The facility in Deer Lodge has a fully equipped automotive shop and instructor for the hands-on portion of the course.

- The next step is to assess the general education requirements for the CAS. The head of the Correctional Enterprises is reviewing the syllabi to assess whether the courses the center teaches match HC's outcomes.
 - Communication 106 may have some obstacles, but the center has a lot of flexibility to change or update what they are doing to match HC's learning outcomes.
 - There is a space the students can take classes on-line.
 - Sandy is checking with NWCCU whether or not HC needs to add MSP as an additional location.
- There is potential to offer other programs like diesel and welding in the future.