

**INSTRUCTIONAL COUNCIL**

**DRAFT** Minutes

Fishbowl – 06/022/2016

- In attendance:
- ☐ Della Dubbe
  - ☒ Chad Hickox
  - ☐ Mike Wiederhold
  - ☐ Mary Lannert
  - ☒ Robyn Kiesling
  - ☒ Sandy Sacry
  - ☒ Jan Clinard
  - ☒ Tammy Burke

Also in attendance: **Hayley Blevins** (recorder), **Elizabeth Stearns Sims**

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**Cross Divisional with Elizabeth**

- Convocation
  - Convocation days will follow a new model similar to a conference
    - Charlie Nutt will be the keynote speaker
      - His expertise is advising and assessing advising
      - He may host a few breakout sessions
      - Will present on August 18<sup>th</sup>
- Advising Planning Sheets
  - Kim has emailed all sheets to ASCRC for approval
  - Will have standardized format
  - The bottom will state the catalog year and the top will list the term
  - Advisor will use the correct catalog year for each student
  - Will create inclusive advising group
- 1st Year Experience
  - National Resource center conference August 5th
  - Other program similar for sophomore, transfer students, and seniors
  - Mary Mount in California has a program to look into
  - Produces better outcome for students
  - GFC requires it
  - Need to make sure it is a first year experience and not college success
  - Needs to have activities, specific outcomes, career element, and a writing component
  - Could have a theme and common readings
  - Will discuss at retreat
- Student Support Center
  - Interviews for Director positions are occurring
    - Would like to make offer mid-July
    - Would start mid-September
    - There are two strong candidates

**Round Table**

- Jan
- Snap On Training

- Had 16 people
  - 2 classes didn't run
  - Had good feedback thanks to Dave and Rick's reputation
- Submitted changed to the Big Sky Pathways Grant
  - Have not heard back yet
  - City college has to cut their grant budget
  - GFC is not receiving the grant
- Middle school and high school pathways
  - Cultural shift to have students decide their path before college
- Hayley
  - Academic drive
    - Working on reorganizing folders and consolidating like items into one place
    - Is part of the record management discussion that will happen
  - American Indian Mentor Program
    - Had a meeting on June 22<sup>nd</sup>
    - **Karina and Hayley will meet to alter the application**
- Sandy
  - Sent ACEN the additional packet about faculty distribution on Fall
  - Program applications
    - Second letters went out to accepted students
  - Will visit Miles City
    - NCLEX pass rate is only 50%
    - Has been researching current information about NCLEX
  - Summer cohort of 8 is going well
    - Pinning will be August 5th
- Tammy
  - Will meet Barb to increase awareness of 2 year universities
  - Welding instructor resigned
  - Block schedule outlines are done
  - Will suggest the changes in Fall
    - Followed Dillon's model
    - Some classes would go all semester others would be short
  - Perkins sent back the grant for minor budget revisions
    - Made updates and sent it back
    - Will know by July 1<sup>st</sup>
    - Will buy orbital welder when approved
- Robyn
  - Hiring
    - CT position still open
    - Need Chemistry, Nutrition, and Microbiology adjuncts
    - Nina got a new job
  - Will have a new faculty and adjunct orientation
  - Will have a meeting regarding Fall Dual Credit
  - May apply for a grant for humanities
  - Working on revamping the faculty handbook
- Della
  - Unified Resource Management Tool
    - Ours was the first one in and approved
    - Will have a one search feature

- Information Literacy
  - will not be intrusive to faculty
  - Could do a video
- One button
  - Purchasing can happen

## Announcements

- Accounting and Business has appointed Betsy Hussey to full time for one year
- Have 5 applicants for Computer Technology position
- Summer Retreat
  - Will discuss 1<sup>st</sup> year experience for one hour
  - Will discuss goal setting
  - Will review the Performance Development Plan and Assessment
    - Focus on how it ties to Strategic Plan
    - **Everyone should bring their old plans if applicable**
  - Will brainstorm Ideas for Convocation
- Annual Assessment Plan
  - Will tie this in with goal setting
  - It is part of the evaluation
  - Will be useful for accreditation
  - Nursing has done these
- Middle School and High school summer programming
  - Initiative OCHE wants to start
  - HC would be the pilot
  - Goal is to engage younger students with the idea of college
  - Could focus on transitional ages
  - Need to include officials from public school district
  - **Send Summer a list of what we do and what we could do**
    - Ideas: Life skills, Art, Creative Writing, and Reading
  - Will meet with Daniel mid-July

## Deliverables

- **Karina and Hayley will meet to alter the American Indian Mentor application**
- **Everyone should bring their old Performance Development Plans if applicable**
- **Send Summer a list of what we do and what we could do for middle school and high school connections**