COLLEGE LEADERSHIP TEAM
Meeting Summary
Tuesday, February 16, 2011 - 9:00 a.m.
Dean’s Conference Room

ATTENDEES: Daniel Bingham, Brandi Foster, Russ Fillner, Mike Brown, Winnie Strainer, Kila Shepherd

Mike reviewed Professional Development requests. The group discussed how to fund the current requests.

HR ITEMS
Financial Aid Specialist I:
Recommendation made

Financial Aid Specialist II: Interviews being conducted week

Administrative Associate II – Airport Campus: Advertised

(Developmental) Math Instructor - Advertised

HR Items:
-Campus Injury/Accident – Safety Coordinator: Discussed non-employee injuries and who should be handling the reports; Dean Bingham will discuss the issue with Russ.
-Dress Code draft document was reviewed

STUDENT SENATE PROPOSALS
Mike reviewed proposals from Student Senate. The group discussed the proposals. Mike will take information back to Student Senate regarding the proposals.

CITY BREW COFFEE CART PROPOSAL
Mike reviewed the proposal from City Brew Coffee to set up a coffee cart on the Donaldson campus. The group discussed the logistics of the proposal. The group agreed to approve the proposal.

UPDATE ON STAFF/OFFICE MOVE PLAN
The group discussed the latest information regarding the office moves.

EMPLOYEE RECOGNITION LUNCH
The Quality of Work Life committee has submitted May 9th as the date for this year’s Employee Recognition Luncheon. The group discussed the calendar and agreed that May 9th will work.

GRANT INFORMATION
Dean Bingham reviewed information from the TAACCT grant. There will be more information provided as it becomes available.

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DSE TEAM RE: ROTARY
Dean Bingham reviewed information regarding the DSE Team visit at the end of April 2011. The group from Tasmania, Australia is interested in visiting with UM-Helena Administration re: Connecting High School grads to Higher Ed.
**MISCELLANEOUS**

- Brandi reviewed information from the NLN Accreditation visit; the public meeting was well attended and provided some great feedback to the Accreditation visitors.
- Graduation committee has started their meetings; a potential speakers were discussed.

*With no other discussion to come before the group, the meeting was adjourned.*