ATTENDEES: Daniel Bingham, Brandi Foster, Russ Fillner, Mike Brown, Winnie Strainer, Kila Shepherd; Guest: Jean Bailey

Guest: Cary Grubb, Student Senate President

Cary discussed updated information on the art work display request. An Ad Hoc Committee reviewed the art work that is to be displayed. The display location will be on the curved wall near the Lecture Hall. A secondary location will be the glass display cases. Student Senate will pay to have the pictures framed. The photos will be displayed for 45 days. After the display period the photos will become property of the College.

VACANCIES

Nursing Instructor: Interviews being conducted
Technical Math Instructor: Committee is reviewing applications
Life Science Instructor: Open
Nursing Adjunct Faculty Fall 2011 Semester: Open
Automotive Instructor: Committee is reviewing applications
Associate Dean of Academics/VP: Advertised
Recruitment Specialist: Moving to second interviews
Trades Technology Division Chair: Open

Academic Affairs Administrative Associate II: Interviews being scheduled
Life Sciences Instructor: Open
Temporary TRIO Tutors: Open

HR ITEMS:
-Contract negotiations update
-Adjunct pay will be reviewed by Russ and Daniel

TESTING CENTER
Kevin updated the group on the potential for a Testing Center. The program would be placed in the Continuing Education area. Personnel affects were discussed.

SHIFT IN ADMINISTRATIVE RESPONSIBILITIES
Dean Bingham reviewed the current information on the search for the Dean of Academic Affairs.

EMERGENCY ACTION PLAN
The group has reviewed the revised Emergency Action Plan. Gary will review the information at the next Leadership meeting.

UPDATE ON COLLEGE NOW
Dean Bingham reviewed the current College Now information. He asked the group to begin thinking of the new name for UM-Helena in earnest. The target date for presenting to the BOR is 2013.

UPDATE ON CONSTRUCTION PROJECTS
Russ reviewed information regarding installation of another elevator on the Donaldson campus. The group discussed ADA requirements.

Dean Bingham reviewed the information on the east parking lot remodel. The project will more than likely run into the start of the fall semester. The south access will be completely gone as will east access.

Airport campus roof remodel and re-roofing will start on July 15th. Areas to be affected were discussed. The project completion date is the middle of October 2011. The affects to classes will be minimal.

The punch-list for the Airport campus remodel was scheduled to be completed by June 23rd. The contractor has been put on notice.

**On-Campus Experience**

Mike handed out the On Campus Experience Enrollment Summary. We have High School students who are displacing our regular students. The group discussed the program. Dean Bingham and Kevin recommended that the program remain as is for the time being.

**Dual Enrollment/On-Campus Experience**

Mike reviewed the current information regarding Dual Enrollment. The group discussed whether or not high school students should be allowed to take college level developmental courses.

Russ will schedule a Budget committee meeting to review the distribution information.

**Begin Hiring for New Business Office Accounting Tech**

Russ reviewed the current information on new hires in the Business Office.

**Remodel of Business Office Space**

The remodel of the Business office space was discussed.

**Money or Property Found at UM-Helena**

Russ briefed the group on an instance of found money. The group discussed the need for a policy regarding lost and found items. Winnie forwarded the current UM Found and Recovered Property policy to Leadership.

**Miscellaneous**

- The group discussed student orientations for fall semester; IR days were discussed;

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