

COLLEGE COUNCIL

Minutes

Lecture Hall – 5/12/2015

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|---|--|---|
| <input type="checkbox"/> Arp, Christian <i>excused</i> | <input checked="" type="checkbox"/> Fillner, Russ | <input checked="" type="checkbox"/> Schmidt, Matt |
| <input checked="" type="checkbox"/> Bingham, Daniel | <input checked="" type="checkbox"/> George, Mary Ann | <input checked="" type="checkbox"/> Stearns-Sims, Elizabeth |
| <input checked="" type="checkbox"/> Block, Jeff | <input type="checkbox"/> Henry, Rick <i>excused</i> | <input checked="" type="checkbox"/> Walborn, Joyce |
| <input checked="" type="checkbox"/> Brown, Michael <i>via skype</i> | <input type="checkbox"/> Lewis, Steve <i>excused</i> | <input checked="" type="checkbox"/> Worthy, Kim |
| <input checked="" type="checkbox"/> Dellwo, Sarah | <input checked="" type="checkbox"/> McAlmond, Barb | |
| <input checked="" type="checkbox"/> Dubbe, Della | <input type="checkbox"/> Runge, Denise <i>excused</i> | |

Recorder: Summer Marston

Committee Reports

- **Budget**
Met 4/22, prioritized lists of items, send forward #1 priorities to Leadership to buy down. Decision of the committee at that time to turn over to leadership. Leadership met yesterday, went through initial process, another work session scheduled for Friday. Will come back to budget committee as report out. Looking at other areas that are high priority to Leadership, such as tables/chairs around campus. Legislature done, revenue figures pretty much what was anticipated. HC should get performance-based funding in FY16. However, FY17 more questionable. State share increases in FY17, not funded for MUS. Will know more after BOR next week.
- **Diversity**
Connected with SGA on how to present diversity events next year. Students difficult to attend at specific time/date, prefer more flexible. May post online on Diversity page. Good turnout for movie theater attendance. Talking with Helena Indian Alliance, do more group outings to events and diversity-type movies. November is Native American month. Robyn and Joyce will co-chair Diversity Committee next year. Discussed bulletin and display case, signage on east side doors to draw attention to them. Barb working on obtaining more signage holders.
- **Facilities and Safety**
Facilities concentrating on grounds cleanup/landscaping, primarily at airport. Ordered more of the small lockdown devices. Safety Committee evaluating inspection, addressing issues while classes are not in session. Faculty offices heating system has about \$1000 work needed to fix. Most of the cost is trying to trace the air lines back to the boiler room. Heat in that area is currently shut off, but will be an issue when the building needs heated. Unsure of cost to control electronically. Waiting to hear about building repairs from UM.
- **Information Technology**
Fully staffed in IT. Lots of projects to finish over the summer – servers, work folder transition, student storage server, wireless upgrades, upgrading labs and software. Jeff will meet with Dean Bingham and Russ on timeline to change URL. Jeff can send out large project timelines. Waiting on BOR approval to purchase computers. Working on laptop upgrades for faculty since waiting a year to replace. Planning to move forward with Starfish and EMS software, online training session to train the trainers (including Christy). Jeff will meet with Christy to discuss setting up meeting space, etc.
- **Institutional Advancement**
Invite in graduation covers to join alumni association. Committee will follow that up with a mailing, perhaps with the diplomas. Developing a mechanism (likely website) for staff/faculty to submit student success stories.
**Addendum – Barb also would like to have a speaker at graduation promote the alumni association.*
- **Quality Work Life**

Luncheon, 100 accepted invite. Will meet again when school starts.

- **Recruitment, Retention, and Completion**

Info on Moodle, all subcommittees are meeting. Creating a plan for implementation of activities in the fall. Steering committee will meet every 3 weeks over summer.

Faculty, Staff, and Student Senate Reports

- **Faculty Senate**

Not in attendance.

- **Staff Senate**

Currently electing new officers.

- **Student Senate**

Not in attendance.

Policies

- **200.6 Academic Integrity**

Discussed grievance and consequences. All policies are subject to disciplinary action up to and including termination. Policy will go out to institution for public review. Send suggested changes to Summer.

Committee Goals and Objectives for the upcoming year

Time to think about Committee goals for next year, get in place for fall semester. Committee chairs should forward updated goals to Summer, she will arrange to have them posted online.

Update on Employee Survey

Received results from Noel-Levitz on May 4, raw data. Mike will work on a summary of the Noel-Levitz employee survey and the food service/catering survey, will share when available.

Old Business

- **Matt will follow up on heat issues in faculty offices. Ongoing.**
- **Kim and Denise will draft something to outline process for committee assignments. Next meeting.**
- **Christian will invite Russ to SGA to discuss fee table. Done.**
- **Jeff will chart out URL switch – what does need to happen, timelines, HC responsibilities, UM responsibilities, manpower to decide if may need external resources or outsourcing. Ongoing.**
- **Daniel, Russ, and Jeff will meet to go over URL switch. Ongoing.**
- **Matt will map the facilities showing doors where door devices would be placed. Ongoing.**
- **Mary Ann will work with Barb McAlmond and Dean Bingham, research policies and procedures regarding soliciting donations. Examples sent. Revisit at future meeting. Working on this over the summer.**
- **Joyce and Christian will meet to discuss student involvement in Diversity events. Done.**

Deliverables

- Jeff will meet with Dean Bingham and Russ on timeline to change URL.
- Jeff will meet with Christy to discuss setting up meeting space, etc. with EMS.
- Committee chairs should forward updated goals to Summer
- Mike will work on a summary of the Noel-Levitz employee survey, will share when available.
- Mike will work on a summary of the food service/catering survey, will share when available.