Mastermind Discussion

Minutes approved from 3/24/2021.

Discuss Campus Climate survey results. (Kim Feig)

Employee Result Discussion
- The number of employees who considered leaving was high. The reasons were between financial, not feeling supported or welcome, and lack of promotion opportunities.
  - The rising cost of living will be a deterrent to new hires.
  - COVID complications may have skewed the results.
  - There may be other reasons for the data within the context of the previous year’s administration.
  - 60% of Contract Professionals considered leaving.
  - 46% of full-time staff considered leaving.
  - 23% Faculty considered leaving
  - In the next survey, ask the participants to give a reason why.
  - Sandy was concerned about the percentage of the employees who did not feel welcome.
- Mental health question results were better than expected.
- 14% of employees felt discriminated against because of their age raises concerns also.

Student Result Discussion
- Student demographics of the students who responded:
  - Nationally, 56% are First Gen. At HC 59% are First Gen.
  - Nationally, 0.6% of students identify as transgender. AT HC, 5% identify as transgender.
  - Nationally, 4.5% identify as LGB. At HC, 11.5% identify as LGB.
  - Nationally 20% have disabilities. At HC, 17% reported physical disability, and 40% have a mental/learning disability.
  - In the next survey, ask how many students are single parents.
- The two campuses’ student surveys were similar.
  - The percentage of students who felt discriminated against by an instructor was higher than expected.
Use of Information:

- The Campus Climate survey is specifically for Diversity, Equity, and Inclusion
  - How often should the survey be administered?
  - The SENSE survey through enrollment is administered every three years and captures the students' HC experience.
- The employee satisfaction survey is every three years. The last employee satisfaction survey was in April 2018. The next one will in the fall of 2021. This is a different survey but has some overlap.
- In the future ask why employees are staying at Helena College.
- Each year, HC chooses a campus theme. Based on the survey’s data, Diversity, Equity, and Inclusion would be an appropriate choice.
  - Diversity is part of accreditation.
  - Provide Diversity, Equity, and Inclusion training.
- The Cabinet and IDEA will thoroughly review the data in the summer and make recommendations to the campus in the fall.

Discuss Professional Excellence Award Nominations

- Next year, the call for nominations will be announced in October and awarded in December.
  - Sarah will create a rubric and assign points to each criterion and instructions to provide justifications.
- This year, the Cabinet will review the nominations and send their selection to Paige by April 13, 2021.

Trades CRRSAA Requests

- Most of the equipment at the APC needs to be upgraded and are large ticket items.
- Does the Cabinet want to use CRRSAA funds or continue on the 5-year plan to replace the equipment?
  - Look at the big picture in the Trades replacement schedule.
  - If all of the equipment is purchased in the same year, they will all have to be replaced at the same time.
  - Need to map it out and stagger the purchases and replacement.
  - Provide strong logic and rationale in the requests to tie to mitigation. HC will be audited.
- Market the state-of-the-art improvements to fill each program and retain the students.
- There may be funds through the CTE legislation and the ARP Act monies to purchase equipment.

HEERF Funds

- If mitigation is not needed due to vaccines, will the justification reason still be there?
  - Funds can be recalled.
- Does the procurement deadline create a problem?
  - No, the funds' rollover. There may be a delay to order due to fiscal year deadlines.
- HEERF I funds need to be spent by May.
- HC will earmark HEERF II funds for future use.
ZOOM Platform

- IT Academic Meeting:
  - The general feeling is that ZOOM is not a necessary platform for instruction.
  - TEAMS is tailored to education and the favored choice for consistency.
- Use a ZOOM account for other reasons:
  - External recruitment, enrollment, orientation, Advisory Councils, Career Fairs, and Dual Credit meetings.
  - ZOOM has a webinar feature and breakout room capabilities.
  - It will be possible to justify the ZOOM account to mitigation because the platform is necessary for inviting external contacts to a virtual meeting.
  - Add ZOOM as a topic to the Director’s agenda.
    - Decide how many licenses and identify the features per department.
    - Send departmental ZOOM request to Mike Hausler.

Student Center Furniture

- The furniture budget will be established soon.
- Check out other vendors for a cost comparison with K & R.