

## COLLEGE COUNCIL

*Minutes*  
*Lecture Hall – 3/8/2016*

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Bingham, Daniel

~~Block, Jeff~~

Brown, Michael *via skype*

Dellwo, Sarah

Dubbe, Della

~~Estey, Leesa~~

Fillner, Russ

Henry, Rick

Hickox, Chad

~~Johnson, Brenda~~

Kiesling, Robyn/

~~Joyce Walborn~~

McAlmond, Barb

Nickol, Ben

Richards, Matt

Schmidt, Matt

Stearns-Sims, Elizabeth

**Recorder: Summer Marston**

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Committee Updates were sent out in advance of the meeting. Questions / comments were as follows:

### COMMITTEE REPORTS

- **Budget**

No additional questions/comments.

- **Diversity**

April 17 activity on both campuses. Advertising on the diversity board, in the newsletter, on the reader board, ensure Student Senate has info. Will contact maintenance if any specific set up needs.

- **Facilities and Safety**

Working on emergency action plan training in different areas. Matt R, Matt S, and Curtis Peterson will discuss doing a training at convocation. Had discussed the RAVE application in prior meetings. Putting on hold to look at a program UM is using that may be more beneficial. Need basic “run, hide, fight” training and on the action plan itself so staff/faculty know what the policies and procedures are.

- **Information Technology**

No additional questions/comments.

- **Institutional Advancement**

No additional questions/comments.

- **Quality Work Life**

Next meeting Thursday. Spring employee celebration Thursday before graduation with tacos. Adjuncts will be invited again. Welding volunteered to make staff recognition awards for longevity.

- **Recruitment, Retention, and Completion**

Mike will put something together for the next meeting to run projections for future performance-based funding. Retention members should be in place by first of year. Draft and working copy of advising handbook started, hoping to be ready by fall term. Discussed identifying students who are in jeopardy of not completing and what can be done, requiring students to take one of their gen eds each year, discretionary waiver for improvement, completion scholarships, special advising or workshops for all students below a certain level at midterm. Room for improvement, especially in retention and completion. Critical to finances of this institution. Need to start now with what we have in front of us.

#### **FACULTY, STAFF, AND STUDENT SENATE REPORTS**

- **Faculty Senate**

Faculty in favor of shortening the amount of time students could enroll in a class after students start from 15 to 10. Students who show up later, usually are the ones who do struggle. Discussed 2<sup>nd</sup> 8-week starts.

- **Staff Senate**

No additional questions/comments.

- **Student Senate**

Would like to have officers meet with Leadership, not just Dean Bingham. Summer will set up a time. Discussion about student senate legacy gift, concern that \$1000 may not be enough to purchase and install. Facilities will take care of filters and maintenance. Ben and Matt will look into it.

#### **POLICIES**

- **400.1 Conflict of Interest**

Updated link, changed 'professor' to 'faculty' instead. Ready for second review.

#### **SUMMER WORK SCHEDULES**

Deferred to next meeting.

#### **FACULTY SENATE BRAINSTORMING DOCUMENT**

ECOS brainstormed a list of things they do to help students succeed; Rick felt it was beneficial to share with College Council. Dean Bingham commended the faculty for their diverse contributions. Chad commended Rick on his leadership.

#### **SPRING ENROLLMENT REPORTS**

- **Fall 2015 End of Term Dashboard**

OCHE looks at end of semester numbers. Enrollment is down about 10% from last year. Dropped in completion, online (classes with an FTF equivalent), internships went up. Document links lead to SharePoint aggregate data.

- **Spring 2016 Census Dashboard**

Fall tends to be a bellwether for spring.

- **FY17 Performance Based Funding Allocations**

Shows how funding is divided up throughout the state and breakdown for HC. Remedial success tracks students who start developmental and then complete. Bonus points for underrepresented (Native Americans, Pell, veterans, nontraditional over 25 – got last year, not this year). Completion and retention down a little, but made up in other areas. Noncompleting transfers are captured under retention as long as they stay in MUS (not Carroll or out of state). Many HC students go to private institutions or out of state. Moving 3-yr average is important, retention and completion averages should start trending down. Legislature will determine how much will be put into performance-based funding next biennium.

#### **PROCUREMENT UPDATES**

- Photocopier purchase order has been issued for five brand-new copiers, all 75 ppm machines. Meeting to finalize details tomorrow. Will do some training. Electronic fax, security, PIN codes to print, etc. Ties into the PaperCut software that the College uses.
- Russ handed out color chips for chairs; will have mix of dark gray, light gray, orange. There will be two task chairs in each classroom for accommodation (not to be moved).