

DEAN'S CAMPUS ADVISORY COUNCIL MINUTES

WEDNESDAY, SEPTEMBER 28, 2022

Virtual Meeting Every Fourth Wednesday from 1:30 to 3 p.m.

MEMBERS:

- **Sandra Bauman**, Dean/CEO
- **Tricia Fiscus**, Asst. Dean of Admin. Affairs
- **Valerie Curtin**, Exec. Dir. Compliance/Fin. Aid
- **Jessie Pate**, Dir. IR/Effectiveness
- **Abigail Rausch**, Director of Marketing, Communication, and Alumni Relations
- **Robyn Kiesling**, Exec. Dir. Gen Ed & Transfer
- **Sarah Dellwo**, Exec. Dir. Enrollment
- **Mel Ewing**, CIO
- **Stephanie Hunthausen**, Exec. Dir. CTE & DE
- **Paul Nicholson**, Fac. Senate Pres.
- **Anna Ebert** Staff Senate President
- **Ryan Loomis**, Director of CEC, SBDC
- **Debra Rapaport**, Director of Nursing
- **Emily Schuff**, Director of Student Life
- **Nick Worsley**, ASHC President
- **Paige Payne**, Exec. Asst. to the Dean/CEO (recorder)

Mastermind Discussion

Questions/Comments on area updates?

- None

Approve June 2022 Minutes

- Valerie Curtin moved to approve the minutes. Mel Ewing seconded the motion. Approved unanimously.

March 2023 BOR Meeting (SB)

- Pre-Meetings at the APC campus on Tuesday, March 7, 2023.
- The two-day meeting March 8 - 9, 2023, will be held in the DON Student Center.
- Ambassadors and Volunteers:
 - Help with refreshments, lunch, set up and break down, tours, parking, and more.
- Showcase what HC does to the Board of Regents.
 - Send ideas to Sandy. Academics, success statistics, partnerships, innovations by students, projects.
 - Title the email **BOR Ideas**
 - Bryant Partnership
- Community Breakfast
 - By invitation only. Representatives of the Helena community and partnerships.
 - Title the email **BOR Community**
- Reception at the Holter Museum Event Space on Wednesday, March 8, 2023.
 - Volunteers and participation.
 - Catered, meet and greet, set up, and clean up.
- Building Disruptions
 - Students will be asked to use the LLH. The students can eat in the LLH.

- Ask permission to bring in a bank of microwaves in the hallway.
- Regent and VIP Gift Bags
 - Downtown Helena business owners offered to donate items to the gift bags. (Abby)
 - Drink and dinner coupons or clothing discounts.
 - Art Club
 - Sticker and/or miniature designs
 - A gift created by the Bryant students.
 - Bear key chain.
 - Mugs with Parrot candy.
 - Ask students to write a thank you card to the Regents. ASHC
 - Education and future
 - 30 cards total
- Signage on the Donaldson Campus
 - If you notice missing signage or signage that needs to be updated, send the information to Abby.
- The Art Showcase will be on display. Hallway by the Welcome Center and LLH hallway plus the display case. The written introduction will be posted also.
- Tribal Flags
 - Order the flag poles to display the tribal flags.
- Faculty Senate President sits with Sandy and has meetings with other Faculty Senate Presidents.
- Maximize the number of tables in the SC and the overflow area. Best to have a SMART classroom to stream the meeting.
- Use 002/003 as a classroom or overflow. It does not have a Smartboard.

Finishing Trades (FTIUM) (SB)

- HC has a partnership with FTIUM. The legislature allocated 550K to the commissioners' office to allow FTIUM to come into Montana.
- FTIUM offers training in four skilled trades; paint, glazier, drywall, and glasswork. The program is apprenticeship based and employer led. Not a lot of employers in Montana have signed up to participate in the program.
- The commissioner's office has been holding the funds and has asked HC to identify projects to start using the allocation.
 - The projects must directly support the FTIUM skilled training program.
 - Create a curriculum.
 - HC is building a pathway to capture the credits for each outcome in their field and identify the Gen Ed requirements so the student will receive an AAS degree.
 - Four Smart rooms on the APC. One will be the APC Lecture Hall.
 - Acoustics, paint, and floor finished in the APC.
 - Three other classrooms will be converted also.
 - Marketing and Promotional Campaign
 - Both HC and FTIUM will benefit.

Trick or Treating (SB)

- Bryant school will trick or treat at the Donaldson campus on Mon., Oct. 31, 2022.
- Asking for candy donations.

Nathan Munn Presentation – Sept. 28, 2022. (SB)

- Nathan will present his research project on suicide statistics in Montana.
- He just completed another Masters in Public Health.

Marketing & Communication Submission Form (AB)

- Submit flyers, events, press releases, streaming TV's, and MMM
- Helps track her projects.
- The form is available in the HC Main and will be on the website.

Mental Health Summit (ES)

- Three students from HC attended the Mental Health Summit in Billings which overlapped with the BOR meeting at MSU-Billings.
- Main Takeaway: Integrate student wellbeing into every aspect of curriculum and student life at HC.
 - Faculty, staff, curriculum, student experience.
- UM Affiliates are working together to resource share with the smaller institutions.
- HC has the following trainings available to faculty and staff:
 - **Kognito** is a virtual, interactive mental health training to help recognize the signs of mental health issues, distress, suicide and how to communicate with and refer at-risk students.
 - Six faculty/staff have activated an account and two completed Kognito at HC.
 - Two students have activated an account, but have not completed the training.
 - Kognito will be available for 18 more months.
 - Nursing will look at adding it into a course.
 - **QPR** : Question, Persuade, Refer
 - Suicide Prevention Gate Keeper training.
 - **Safe College**: Fosters a safer and more inclusive campus community.

LLH

- Understaffed and working on hiring a temporary library assistant.
- If the LLH has to be closed, messaging will be provided to the students. All of the services provided by the LLH are online.