

DEAN'S CAMPUS ADVISORY COUNCIL MINUTES

MONDAY, JUNE 3, 2024

First Monday of the month from 2:00 to 3:00 p.m.

DON 131

<ul style="list-style-type: none"> • <input type="checkbox"/> Sandra Bauman, Dean/CEO • <input type="checkbox"/> Kelley Turner, Exec. Dir. Of Operations • <input type="checkbox"/> Cari Schwen, Exec. Dir. Fiscal Services • <input type="checkbox"/> Valerie Curtin, Exec. Dir. Compliance/Fin. Aid • <input type="checkbox"/> Jessie Pate, Dir. IR/Effectiveness • <input type="checkbox"/> Abigail Rausch, Director of Marketing • <input type="checkbox"/> Robyn Kiesling, Exec. Dir. Gen Ed & Transfer • <input type="checkbox"/> Sarah Dellwo, Exec. Dir. Enrollment • <input type="checkbox"/> Della Dubbe, Dir. Library Learning Hub • <input type="checkbox"/> Ann Willcockson, Dir. TRIO & Retention • <input type="checkbox"/> John Rutherford, Dir. Of Facilities & Maint. 	<ul style="list-style-type: none"> • <input type="checkbox"/> Stephanie Hunthausen, Exec. Dir. CTE/DE • <input type="checkbox"/> Paul Nicholson, Fac. Senate Pres. • <input type="checkbox"/> Beau Howard, Staff Senate President • <input type="checkbox"/> Vacant, Director CEC • <input type="checkbox"/> Josh Bennett, Director of SBDC • <input type="checkbox"/> Seth Roby, Gen. Ed. Art Instructor • <input type="checkbox"/> Amy Kong, Dir. eLearning & Faculty Dev. • <input type="checkbox"/> Debra Rapaport, Director of Nursing • <input type="checkbox"/> Emily Schuff, Director of Student Life • <input type="checkbox"/> Mel Ewing, CIO • <input type="checkbox"/> Melanie Heinitz, Exec. Asst. & Office Manager (Recorder)
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Role not taken at June meeting.

May DCAC meeting: canceled

Mastermind Discussion:

- **Approve Minutes from April 2024**
- **Questions on Updates?**
- **Amy: Timeline:** Canva is for everyone – Training listed in MMM
- **Abby:** Posting on social media, the opportunity to highlight events occurring topic next meeting. Map out a month at a time or for a year.
- **Cari:** Direct pay in Banner, slow roll out in August. Moving to paperless. The security profile for any person with budget authority. Individuals received an email noting they needed to do a FERPA test. When this goes live, the visual display will look different.
 - Net 30 date of submission. Invoices are now Net 0, so the payments will be processed faster.
 - New GrizMart Training will be set up.
 - ProCard: within a week they will be emailed from US Bank or Single Point: See credit card in real-time. Print personal ProCard statement. If you can sign on your tablet you will be able to sign paperless.
 - Invoice final by July 5 for FY24.
 - Missoula will not be writing any checks. July 3 and July 15 vendor payments and student payments.
 - ProCards will begin again on July 1st FY25.
 - House Accounts are being closed: specific steel
 - NASPA: contractor discounting at LOWES – Cari has requested cards
 - 6-8 weeks to get a new ProCard timeline
 - Follet is on-site today to take over the Campus Store.
- **Stephanie: Perkin's Grants**
 - Perkin's Local: based on CTE low-income students.
 - Perkin's Reserve: only for higher education, competitive grant - \$75,000
 - Grant money used for Dual Credit salary. Lay-off of Dual Credit Admin as amount has decreased
 - Part for Automotive, CTE PD training, CTE Aviation training, Diesel training, Fire training tools, VR goggles – Nursing program, budgeting analyst for CTE using enrollment data and funding, fund an aviation consultant, OTA equipment
 - Conference in Chicago