Mastermind Discussion

The minutes from 12/8/2021 were approved.

**Kim Feig’s D & I Committee Recommendations**

- Kim Feig is completing her collaboration with HR on hiring best practices.
- Kim will stay connected with the Chosen Name Pilot until a replacement is found.
- Current D & I Committee Membership: Tammy Burke, Seth Roby, Emily Schuff, Lyn Stimpson, Kelsey Anderson, Marika Adamek, Mary Ann George, and Larry Taylor.

- Recommendations:
  - Transition the committee to an ad hoc council with specific tasks guided by the Institutional Research Cabinet position.
  - Institutional policy review from D & I lens.
  - Serve as the selection committee for the BIPOC scholarship.
  - Review annual work plan equity pillar goals.
  - Assist with campus climate survey every three years.
  - Provide counsel feedback and suggestions for a DEI lens to new institutional initiatives before implementation.
  - Representation on the Dean’s Campus Advisory Council.
  - Split the $2000 D & I budget. Earmark $1000 for Student Life DEI programming and $1000 towards DEI professional development for employees.

- Recommended events for spring semester:
  - Montana Historical Society
  - Montana Human Rights Network
  - Open Microphone Session

- Cabinet Discussion Points:
  - There needs to be a regular scheduled meetings of the ad hoc group.
  - The policy review is important and helps change the culture. Provide policy review training.
  - Step back and choose a priority to focus on within DEI.
  - Ask the Dean’s Campus Advisory Council to discuss how to move forward on DEI campus-wide integration within the confines of what is manageable fiscally and with the personnel on hand.
• Sandy Bauman will contact UM to connect with a new hire at UM to get suggestions, approaches, and recommendations.
• Sandy will report back next week.

**Pronoun Button Recommendation**
- Provide buttons with pronouns/neo-pronouns for employees, students, staff, and visitors.
  - The buttons allow everyone to participate if they choose to do so. Marketing will order 1000 buttons for spring.
- Each director is encouraged to allow employees to update their badges with pronouns if the budgets allow.

**Finalize Plans for Dean’s Campus Advisory Council (SB)**
- Finalized name: Dean’s Campus Advisory Council
- The current Cabinet, Nursing, K12-Partnerships, CEC, Faculty Senate President/Designee, Staff Senate President/Designee, Student Life, and ASHC President/Designee are the members of the council. The D & I representative is on hold.
- The first meeting is on the Wednesday, January 26, 2021, and every 4th Wednesday moving forward. Sandy Bauman will send an email out to the stakeholders.
  - Each member will be asked to add an area update and agenda topics before the meeting.
  - Agenda items for the first meeting:
    - A mission statement for the group.
    - DEI Recommendations
    - Professional Development
- Create a new Team “Dean’s Campus Advisory Council”
- Add the members and details of the council on the Dean’s Cabinet webpage.

**Policy Review (SB)**
- Review the Policy Update spreadsheet.
- Electronic Key Policy 600.9
  - The e-key assignment list will be presented to the Directors.

**Strategic Planning Priorities (JP)**
- Maintain strong program offerings
  - Develop new programs following criteria such as:
    - Program require a credential
    - Avoid duplication of programs at other Montana institutions
    - Respond to local/regional employer needs
    - Ensure we have capacity to offer program
  - Adjust programs to meet changing needs of students and community
  - Strategically discontinue programs that are no longer serving our needs
  - Support and continue to improve existing programs
- Create transparency around program offerings
  - Investment (time and finances) and payoff (cost and earnings potential)
  - Career outcomes
- Guided Pathways
  - Program offerings tied to career outcomes and transfer pathways
  - Efficient scheduling
• Efficient progression – help students finish sooner
  • Enrollment
    o Recruitment
      ▪ Declining numbers of high school graduates
      ▪ BOR focus on dual enrollment
      ▪ Importance of degree-seeking students
      ▪ Awareness and reputation of HC among HS students and community
    o Retention
      ▪ Identify scale successful programs strategies such as TRIO MT10
      ▪ Faculty and student support services commitment to retention
  • Completion

• Flexible and adaptive mindset to respond to quickly-changing external forces
  o COVID

• Diversify sources of income
• Align budget spending with institutional priorities
  o Tracking of expenditures
  o Planning for sustainability

• Streamline and align data reporting and assessment practices
• Institutional commitment to diversity, equity, and inclusion
• Career services
  o Service to students to help them find careers employment, internships, etc
  o Build and maintain healthy relationships with local businesses to facilitate career connections
  o State government priority is short-term credentials and enabling people to return to workforce quickly
• Modality of course delivery effective use of technology
  o Competition with inexpensive online colleges
  o Maintain a high-quality educational experience