DEAN’S CAMPUS ADVISORY COUNCIL MEETING

WEDNESDAY, MARCH 22, 2023
Virtual Meeting Every Fourth Wednesday at 1:30 to 3 p.m.
MEMBERS:

- ☒ Sandra Bauman, Dean/CEO
- ☒ Kelley Turner, Exec. Dir. Of Operations
- ☒ Cari Schwen, Exec. Dir. Fiscal Services
- ☒ 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
- ☒ Stephanie Hunthausen, Exec. Dir. CTE/DE
- ☒ Paul Nicholson, Fac. Senate Pres.
- ☐ Kyra Merchen, Staff Senate President
- ☒ Ryan Loomis, Director CEC, SBDC
- ☒ Debra Rapaport, Director of Nursing
- ☒ Emily Schuff, Director of Student Life
- ☒ Mel Ewing, CIO
- ☒ Paige Payne, Exec. Asst. to the Dean/CEO (recorder)

Mastermind Discussion
(Guests: Cyrus Cannon, ASHC Senate, Beau Howard, Staff Senate President Elect)

Approve Minutes
- Approved unanimously.

Nursing Presentation (DR)
- Highlights
  - DON107: Foundations Skills Lab, DON108: Smart Room and OB Pediatric Lab, DON109: Dedicated Simulation Room, DON112: Nursing Office & Faculty Space
  - Community Partnerships: Various Helena area medical centers, Deer Lodge Medical, MT State Prison, Elkhorn Health & Rehabilitation, Billings Clinic in Townsend, Bitterroot Health, Hamilton VA, LTC in Stevensville, Stevensville Public schools, Ivy in Deer Lodge, and Granite Count Medical Center in Phillipsburg
  - LPN Program was established in 2017. LPNs are able to apply to the HC’s RN program upon completion.
  - The ASRN Program connects to articulation agreements. NCLEX pass rate for 2022 is 96.43%.

Discuss Printing Procedures (ME):
- What is our campus-wide printing procedures and how can HC reduce the amount of printing on campus to lower the cost of paper, ink cartridges, and service repairs?
  - Toshiba printers are failing.
  - Move to paperless procedures and footprint.
  - UM uses BOX, but it is expensive.
  - IT is going to work with the Business Office to create a repository for POs and other paperwork to allow the campus to submit paperwork electronically.
  - There is an archive drive for document storage. IT will purchase more scanners if there is a demand.
Financial Aid is interested.
- It is up to each department to name and document the folders and files.
  - ASHC Archiving
    - ASHC decided to go paperless.
    - Aubrey archived/scanned 20 years of information.
    - Bylaws & policies have been archived also.
    - The archives are stored on a USB drive and will be reviewed, then stored on MS Teams or OneDrive.

**Last Chance Radio Station (SB)**
- Supports public radio in the area who is seeking a partnership and a space at HC.
- They would like to create content to broadcast on the three NPR stations in the state.

**FAFSA Applications (VC)**
- The 24-25 FASFA simplification act has created a myriad of problems. The FASFA will not be ready until December instead of October.
- The application itself will be easier for the user.