

Student Affairs Council

**Wednesday, April 29, 2015
SUB Beartooth Room
9:00am**

Facilitator: Jason Aupied

Draft Meeting Agenda

1. Welcome Good Morning and welcome by Jason.
2. Guest: Barb Shafer – Business Services Director: Some things to be aware of in Business Services are:
 - a) The Hospitality form has changed, please use the new form going forward.
 - b) Guest passes are obtained through Sodexo. We don't use Ucards for meals, use guest passes instead.
 - c) No sponsorships allowed, go through your foundation acct.
 - d) There is a new Travel Authorization form with more info to fill out. It can be found on the Business Services website and is now common form being used between all 4 campuses. A new rule to remember is you have 10 days to pay back any advance you receive.
 - e) Student Semester invoices are not mailed any longer. They are emailed and their statement is available online.
 - f) Strategic planning trainings are available – see handout for dates.
3. Cabinet Update (Joe)
 - a. Provost Search: Last candidate has arrived on campus today. Please do your individual evaluations and also email Joe with any feedback you have on the candidates and how they relate to Student Affairs.
 - b. University Budget Committee: The committee met yesterday. Joe, Kathy, and Shelley presented the auxiliary budgets; Shelley provided an informational packet related to auxiliary areas for all. This is an overview of what the cuts are and what the encumbrances are. Good feedback was received from faculty and the UBC. UBC will meet periodically over the summer.
 - c. Strategic Planning: Areas include what we have done and what is our plan for the future. Recruitment & Retention was not included initially in the plan. The Chancellor is keen on bringing this issue back into the planning.
 - d. State Legislature: Regarding Pay plan - tuition was going to be frozen if the pay plan was implemented. Pay plan is occurring. The Library infrastructure bill died.
4. Orientation update (Tammi) A handout was passed around with registration numbers from last year. A calling campaign has been launched to touch base with those who have not already registered for Orientation. The Advising Center is also coordinating with Jenny Howie and doing calling campaigns and readmits. Some general updates: Friday morning tabling will take place for students & families to do together in the areas they are most interested in. The Deans will be invited to present at the Friday A.M. breakfast.
5. Enrollment update (Cheri) Spring semester enrollment was discussed. The lists went out to faculty about having a calling campaign for Fall registration. All the right folks are on board and working on this. All areas are asked to continue working the lists they received.

6. Convocations/Commencement (Heather) All is on track as planned with some minor changes taking place with the March.
7. Financial Aid Update (Emily) Our financial aid from the state from 2 grant programs has been discontinued: Montana Higher Education Grant and Montana Tuition Assistance programs. These will be cut for FY 2016. This elimination impacts approximately 500 MSUB students a year. Some financial aid packages already have this as part of the award and will need to be readjusted. There is a brand new program: STEMScholarship Program, beginning for FY 2017.
8. Professional Development Committee, End-of-Year Celebration (Kristen) No updates reported.
9. Student Success Committee update (Tammi, Stephanie, Jeff, Jenny) Tammi stated that committees have several ideas being discussed. Future meetings are taking place. Title III meetings taking place this week & next.
10. CRM update (Joe, Jenny, Tammi, Stephanie, Cheri) Target X & Hobsons were finalists. Cheri, Tammi, Stephanie & Jenny attended meetings in Bozeman. What the CRM can do is build more intentional campaigns for students. What they saw was both vendors focused on recruitment processes. Both seemed better than what we currently have and have outgrown. The selection committee will make a decision by Monday next week.
11. Additions: None.

Reminders/Announcements: None.

Next SAC Team Meeting is **Wednesday, May 27th**

Meeting Facilitator is Emily Williamson