1. Present: Jim Barron, Cindy Bell, David Craig, Darlene Hert, Christine Shearer, Joann Stryker, Becky Lyons, Vicki Trier, Kim Hayworth, Dan Benge, Trudy Carey, Dave Powell, Elaine Labach, Stephen Foggatt, Tom Manthey, Jana Marcette, Kathleen Thatcher, Joe McGeshick Abby?

2. Minutes of October 2, 2019 were approved.

3. Sydney Donaldson shared information on the topic of Dual Enrollment. (Please see attached.)

![PDF]
Dual Enrollment.pdf

4. Dr. Stephen Foggatt shared information on the topic of Developing Customized Programs to Serve Distinct Student Groups. (Please see attached.)

![PDF]
Developing Customized Program

5. Trudy Carey shared information on the topic of the Academic Support Center Mission Statement. (Please see attached)

![PDF]
Academic Support Center Mission Stati

6. Dr. Vicki Trier discussed the need for:
   a. faculty acting as the front line in providing syllabi for students  
   b. reminding students to register  
   c. helping students to meet deadlines  
   d. creating a template, so students have all information required to succeed  
   e. being available to orientate new students

7. Provost Arnold thanked everyone for their shared information. Meeting was adjourned at 2:50 PM
Fall 2019 Stats:
- HS Connections: 499 total students (Fall 2018: 415)
- UC Connections: 240 total students (Fall 2018: 154)
- 11 different schools (West, Senior, Skyview, CC, Central, Red Lodge, Shepherd, Laurel, Joliet, Roundup, Hardin)
- 18 different classes – 43 sections of classes

Common Courses:
- Highest numbers consistently are: M121/122, COMX111, PSCI 210, HSTA 101, WRIT 101
- Here are some highlights of courses for this fall:
  - 10 sections of M121 - 3 at Senior HS
  - 6 sections of COMX111 – 2 sections are Laurel
  - 3 new teachers for PSCI 210 (West, Senior and Central)
  - 2 sections of AHMS 144 at the Career Center
  - 5 sections of HSTA 101 - 3 sections alone at West HS

Matriculation: We are working to increase the matriculation rate of dual enrollment students → MSUB & City College. Looking at # of DE grads and who enrolls at MSUB & City College right away. Our goal is 30%

Past:
- 2018 DE Grads (495) students → 18.8% (93 students) attended MSUB/CC
- 2019 DE Grads (621) students → 18% (112 students) attend MSUB/CC this Fall

Changes:
- New DE student Comm Flow this year w/ NSS
- College Leadership Summit → June 2020
- Building Credits w/ a purpose
  - Ex. Stats vs. Trig
  - SD2 & COE partnership for 1 +3 program
- Increase of CTE classes through DE
- Counselor workshop December 11th, 2019
- Future funding for Dual Enrollment

Spring 2020:
- 16 schools total
- 25 different classes - 60 – 65 sections of classes
- Increased outreach to rural schools (Harlowton, Roundup, Columbus, Absarokee)
- Adding new welding courses at: Shepherd, Absarokee, Laurel & Huntley Project
Developing Customized Programs to Serve Distinct Student Groups
Staff within the Academic Support Division will promote and spearhead a collaborative effort to ensure that distinct student groups are well-served on both campuses, including but not limited to the following: first-time in college, transfer, adult learner, veteran, Native American, LGBTQ+, Hispanic, and international students. Close working relationships will continue to be fostered between the division and departments/programs both on and off campus who support such distinct student groups. **Timeline:** It is anticipated that two or three of these target-specific programs will be rolled out during the fall semester, with more to follow throughout this academic year and beyond as eligible groups are identified.

Based on multiple discussions with Paul Foster in International Studies, I would like to explore the possibility of creating and implementing a **Articulated Bridge Program** specifically designed to assist international students who fall short of the guidelines necessary for enrollment in the IELP, but still require consistent, coordinated support related to English language skills in order to be successful during their time at MSUB. Potential components of such a program might include the following:

- Modified Supplemental Instruction
- Specialized Peer Mentoring
- Cohort Formation
- Community Service Opportunities
- Expanded Roles for Title III Reading and Writing Specialists

While the ASC is already working to support international students (and has a long history of doing so), our efforts in this area are presently limited to a handful of students without any mandated or consistent support system. The hope here is that by opening the discussion to other relevant constituencies across both campuses, a comprehensive program can be developed in order to better support the academic success of this key student population, and in the process establish pipelines that will deliver students from countries abroad in much greater numbers.
Academic Support Center
Mission Statement

Our mission is to enrich the MSUB culture by supporting students and faculty in order to enhance the effectiveness of the teaching and learning process. The ASC is committed to ensuring that our students become empowered learners and achieve their educational objectives through the application of fundamentally sound academic support principles.

Our promise to MSU’s faculty is that we will reinforce the same points of emphasis that are being emphasized in their classrooms as a means of facilitating more effective comprehension of the course content along with a higher level of overall academic performance.

Our promise to MSUB’s students is that we will do everything in our power to prepare them for future success by equipping them with academic skills that will ultimately result in increased opportunities. We are the prepaid, long-term warranty designed to maximize the education investment of every student at MSUB!

Student Support Services
Mission Statement

The mission of SSS TRIO is to support program eligible students to obtain an undergraduate degree. Our goals are:

- To increase student persistence and graduation rates;
- To provide services, resources, and educational opportunities that support successful academic completion, personal and emotional growth, and financial literacy;
- To engage students in active learning and self-advocacy;
- To promote the development of skills necessary for life after college.
- Advocacy – We work towards the removal of barriers inhibiting academic completion.
- Collaboration – We cooperate with and willingly assist faculty, staff, students, and community agencies to foster student success.
- Inclusiveness – We model acceptance and respect for all.
- Individual Growth – We empower SSS TRIO students to learn independence and self-advocacy.
- Respect – We expect behavior that creates a professional environment where staff and students exhibit courtesy, respond calmly, honor boundaries, listen, and recognize others’ right to privacy.

Disability Support Services
Mission Statement

Disability Support Services strives to create an inclusive and accessible environment by collaborating with students, faculty, and staff to facilitate solutions to environmental and educational barriers.

Acronym key: DSS (Disability Support Services), SSS (Student Support Services), ASC (Academic Support Center), SUB (Student Union Building), LA (Liberal Arts Building) COE (College of Education).