

Student Affairs Council
Wednesday, September 21, 2016
SUB Missouri Room 9:00am
Meeting Minutes

In attendance: Joe Oravec, Cheri Johannes, Heather Eggum, Becky Lyons, Tammi Watson, Kathy Kotecki, Stephanie Cowen, Trudy Carey, Emily Williamson, Chad Schreier, Darla Tyler-McSherry, Kristin Peterman, Dan Benge, Jeff Rosenberry, Valerie Sperry, Aaron Murrish, Rob Kirby, Paul Foster, Lori Borth, John Gillette, Judy Williams, Claudia Janecek

Guests: Bill Kennedy, Cindy Millard, Diane Duin, Julie Lahey, Shayla Fox, Maddie Felts,

1. Welcome-Joe welcomed everyone and thanked the special guests for attending.
2. Special Guests:
 - a. Yellowstone Science and Allied Health Building, Bill Kennedy and Cindy Millard. Total cost of the project is 18 million. 11.5 million has been raised at this time. Groundbreaking will begin at 15 million.
-Thursday, September 22, 2016, 4:30-6:30 a campaign kickoff will be held on the Foundation Patio
-Community support has been tremendous. We need the faculty and staff support.
 - b. RN → BSN program, Diane Duin and Julie Lahey. Diane discussed the newly approved RN to BSN degree completion program to begin in Fall 2017. Program will accept 30 students. Julie Lahey will field applicants and answer questions. Discussion followed.
3. Cabinet, et. al. update (Joe)
 - a. Thanks to Kristin and her team for producing a successful Board of Regents meeting!
 - b. Joe shared links for the SAO Suicide Prevention and Student Mental Health Task Force report which was presented to the Board of Regents;
<https://mus.edu/board/meetings/2016/Sept2016/ARSA/Suicide%20Prevention%20Task%20Force%20Report%209-16.pdf>
https://mus.edu/board/meetings/2016/Sept2016/ARSA/Suicide%20Prevention%20Task%20Force%20Report%20for%20BOR%209-16_A1.pdf
 - c. Joe shared links to the Washington Monthly Best Colleges for Adult Learners and Best Bang for your bucks. Both sites ranked MSUB in the top tiers.
 - i. http://washingtonmonthly.com/college_guide?ranking=best-colleges-for-adult-learners-4-year-colleges
 - ii. http://washingtonmonthly.com/college_guide?ranking=best-bang-for-the-buck-west (then search "Montana")
 - d. Thanks to Emily for presenting at the SAO meeting at the Board of Regents.
 - e. Emily discussed the receipt of the preliminary federal report related to the July review. Emily discussed next steps.
 - f. Joe discussed enrollment numbers. The Chancellor will provide an enrollment update to the campus in early October.
 - g. Live-On requirement was discussed.
 - h. Faculty Senate, through Susan Gilbertz, has asked for a policy audit regarding the add/drop policy be conducted.
 - i. Academic conduct policy is not well defined. Tracking and notifying all instructors/departments to be encouraged. There will be additional follow-up including Academic Affairs, Student Affairs, students, faculty, etc.
 - j. Momentum is gaining with the soccer field and field house and conference center projects.

4. SA Divisional Committee Updates
 - a. Assessment Committee-Becky and Emily
Meetings will be held at the end of the month
 - b. Professional Development-Heather and Aaron
Legal Issues in Higher Education Conference-Univ. of Vermont-Please call VCSA office if attending the 6:30am session. Schedule is attached. **(attachment)**
 - c. Social Media and Technology-Shayla and Maddie
Committee is working on student, faculty, staff feedback. Hands on approach is being emphasized.
-Committee is planning to present a Social Media Basics training in October. IT will do a presentation in November.
-Several students are on The Social Media and Technology Committee.
5. Academic Alert Update-Becky
IT has developed an Academic Alert system. A faculty member or staff can go in and notify the student through this system. The advisor and other faculty will be notified within the department. The system will record what the outreach was. Discussion followed. It was recommended that an alert be created to reach housing, financial aid, international, and other departments to let them know which students have been contacted.
6. Live-on Requirement Update-(Jeff)
 - a. Further discussion will be held at the SA Directors working meeting on September 28, 2016
 - b. Enforcement of the BOR policy from 1975/1999
7. EverFi update (Darla)
 - a. Part I of EverFi opened on August 8. Darla is working with IT to contact the students who haven't done part one.
 - b. Reviewing the Results of the Campus Climate Survey, students reported they received information on sexual violence.
8. Parent & Family Day/MSUB Evening at the Zoo Agenda and Promo: Saturday, October 8th, Zoo Montana **(Attachment)**
 - a. Open to campus and the Billings Community
 - b. Music, Free Taco in a bag, and bookstore discounts
9. City College Day – Open House, Sat., Oct 1 (Stephanie)
City College Day is a recruitment event to be held from 9:00am -2:00pm. The event targets adult learners and traditional students. Faculty will be in attendance and building tours will be held.
10. Divisional Complaint/Resolution File (Claudia, Joe)
A sample of the complaint/resolution file was distributed. This file is held in the VCSA office file. It was developed in part to verify how resolutions take place when documented complaints are received.

Follow-up: Using the template provided at the meeting (Claudia will also email an electronic copy of the template), each director (or designee) should use her/his own discretion in tracking documented complaints and the respective resolutions. At the end of each academic semester, the VCSA Office will send an email to each director asking for the respective area's complaint/resolution document be sent to the office by a certain date. We are certain the cumulative document will show the positive nature how complaints are/were resolved by respective offices.
11. Athletics partnership opportunity update (Thurs., Aug. 25 email from Evan O'Kelly)
As departments sign up for these dates please let the VCSA Office know.

12. Staffing updates

- a. This is Chad Schreier last SAC meeting. Thank you and good luck in Bozeman!
- b. Rhianna Hurt is the new Career Advisor-Internship specialist
- c. Logan McClean is the New Student Specialist

13. Additions:

- Dean of Students Brown Bag Lunch Series Promo (UC and CC): **(Attachment)**
- Volunteer Fair Promo: Thursday, September 22, 2016, 11-1 in SUB Atrium **(Attachment)**
- Tammi Watson shared information about "Blueprints for Student Success". They are looking for students to participate in focus groups on October 3. **(Attachment)**
- Lactation Station is located on the 2nd floor of the College of Education
- A schedule of all division meetings was distributed
- Emily announced the FAFSA for Fall 2017 may be completed starting Saturday, October 1, 2016
- Chad announced a BIG sale in the bookstore going on now!

Meeting Adjourned at 11:20am.

Next SAC Team Meeting is Wednesday, October 5, 2016

Meeting Facilitator will be Kristin Peterman