

Student Affairs Council

Wednesday, August 2, 2017

SUB Missouri Room

9:00am

Minutes

In attendance: Joe Oravec, Cheri Johannes, Heather Eggum, Tammi Watson, Dave Powell, Stephanie Cowen, Trudy Carey, Emily Williamson, Darla Tyler-McSherry, Dan Benge, Kristin Peterman, Jeff Rosenberry, Valerie Sperry, Claudia Janecek, Aaron Murrish, Rob Kirby and Interim Stacey Siebrasse, Abby Cook, John Gillette, Shayla Fox, Jennifer Pope

1. Welcome by Rob Kirby
2. Cabinet, et. al. update (Joe)
 - a. MSUB anticipated the % reduction in State allocation funds. Money will come from the reserve and the proposed % pay plan
 - b. Chancellor's Leadership Retreat is next Tuesday. Agenda will be forthcoming
 - c. University Relations candidate will be interviewing on Thursday, August 3.
 - d. The University Quick Reference Guide published by DSA is being reprinted and will be distributed at the Opening Convocation. OCI will also collect food at the Opening Convocation for the City College YEP!.
 - e. City College held a strategic planning workshop last week. Advisory Council was in attendance.
 - f. Annual reports are in the Box. At a future director meeting, signature program assessment outcomes discussion and next steps, e.g. continuing additional assessment of first signature program, plus adding second signature program will take place.
3. Enrollment/Orientation update (Cheri, Tammi, Stephanie, Jeff)
 - a. The largest orientation will be held this Friday, 154 students at CC and University
 - b. UM-Surgical Tech program will no longer have a Billings site. This fall will be the last class. Students in the pipeline have one year to complete. Discussion was held regarding the impact on Financial Aid and other joint programs.
 - c. Graduate studies is managing through Administrative changes.
 - d. 25 international students are coming for fall semester. The issuing of Visas has had an effect on international enrollment.
 - e. Jeff reported that 297 students are booked in the residence halls. There are more requests for exemptions. The upcoming orientation is the last and largest group.
4. GET presentation (Barb Shafer, guest)

GET is a new system which allows parents, friends to put money on a student's general ucard.
This system can also be used to put money on an employee's card
5. Hospitality forms, approval process/procedures (Claudia)

A handout listing links to the university hospitality and recruitment policies was distributed. Listed also are common concerns seen when preparing the hospitality and BPA. A sign in sheet at all events should reflect who was at the event and consumed the food. Discussion followed.
6. Kognito Suicide Prevention Training (Darla)

MSUB purchased this online interactive training for students, faculty, and staff. It was requested to highlight in the opening Convocation. When students complete the program they can bring their certificate to the bookstore or Stingers for a drink/food item. [SD2 is implementing a suicide prevention program for their students initially for grades 6, and 9].
7. Billings Friendship Family (BFF) Program (Abby Cook)

International studies is implementing a new program to increase their retention. This program is for new students. It doesn't take a lot of time or commitment. It could be short/long term, dinner with your family, camping, pick up at airport.

8. Movers and Shakers Sign Up Open: www.msubillings.edu/reslife/movers.htm (Jeff)
It is up on running on the master calendar.
9. Welcome Back BBQ, Billings Community Partners, Tues., Sept 5 (Kathy/Kristin)
New this year, community partners are invited to the barbecue, have a table with "freebies" for MSUB students, and introduce themselves and their business to the students.
10. Welcome Week (Kristin)
Distributed a welcome week flyer. This year volunteers will be stationed around campus to help students find their way.
11. MSUB Mile initiative (Jeff)
The Foundation and Dave Coppock, retired track coach, are working to design a one mile walk on campus. To promote this, the Foundation is sponsoring a "Fun Run" on Saturday, October 14th, Parents Day. Money will go to improve the MSUB Mile, and scholarships: child care scholarships, student-athletes.
12. Lunch & Learns will be 12-1 (Heather)
Lunch and Learn Dates/Locations (Admin General/Registration link forthcoming):

Wednesday, August 16 12-1	LA 205
Thursday, August 17 12-1	LA 205
Wednesday, August 23 12-1	CC HSCT 119 B
Thursday, August 24 12-1	LA 205
13. MSUB Day at the Fair Sunday, August 13 (link in admin general to volunteer)
14. Staffing updates (Everyone)
New Student Services- two new employees
Student Engagement Coordinator to start in September
CityCollege has 3 new employees
15. Additions:
 - Banner hardware upgrade completed Mon., July 31, 2017 – please let Cheri/Heather know if there are any questions/banner things you run into (includes myInfo)

Reminders/Announcements:

- Reminder that all grades for Summer 17 are due August 16th at noon.
- Fall Welcome Back Dates
 - o Monday, August 2: Department Chairs Back
 - o Tuesday, August 22: Faculty Back
 - o Wednesday, August 23: New Faculty and Part Time Faculty Orientation
 - o Tuesday, August 29:
 - City College Faculty/Student Affairs Meeting
 - Back to School Convocation Tuesday, 2:30-4pm
 - New Academic Year Welcome Reception
 - o Wednesday, August 30 and Thursday, August 3: Back-to-School Conference
 - o Thursday, August 31: SEED
- International Student Orientation Wednesday, August 30-Friday, September 1
 - o Sunday, September 3rd
 - Residence Hall Move-In

- McMullen Open (1st floor and Student Accounts) for limited business in support of move-in day:
 - 11am-2pm
- Wednesday, September 6: Classes Begin
- Wednesday, September 13 10am-1pm: Part Time Job Fair
- Tuesday, September 19: Billings College Fair
- Weds., Sept. 27, 3pm – 5pm: AIO Ribbon Cutting

Next SAC Team Meeting is Wednesday, September 20, 2017
Meeting Facilitator is Trudy Carey