

Student Affairs Council

Wednesday, October 14, 2015
SUB Missouri Room
9:00am

Facilitator: Kristin Peterman

Minutes

In Attendance: Trudy Carey, Chad Schreier, Joe Oravec, Rob Kirby, Jeff Rosenberry, Aaron Murrish, Kristin Peterman, Stephanie Cowen, Emily Williamson, Tammi Watson, Cheri Johannes, Dan Bengel, Becky Lyons, Heather Eggum, Kelly Buck, Paul Foster, Kathy Kotecki, Darla Tyler-McSherry, Ashley Chilton, Matt Redinger, Christine Shearer, Adam Karlin, Claudia Janecek.

1. Welcome (Kristen) Kristen welcomed everyone and facilitated a reflective exercise related to what you are doing this semester using the “Model, Connect, Involve” exercise from the book “Lead Simply”. *Things we should do on a daily basis.*
2. Cabinet Update (Joe) Joe commented on the start of the Fall term and thanked everyone for the successful opening and engaging our students.
 - a. Board of Regents update
 - i. MSUB owns all but one property on Normal Avenue. Future plans include a fieldhouse.
 - ii. During the Student Affairs Officers meeting before the Board meeting, GearUp presented.
 1. Discussion was held regarding MSUB hosting a GearUp camp and what is feasible or not for future plans
 - b. College application week is November 2-6. Application fees are waived during this week.
 - c. LRBP: Joe passed around a list of MSUB’s Long Range Building Plan priorities/remodeling projects. These are priorities, they will not necessarily be funded. The Foundation is continues to raise funds for the Yellowstone Science Building.
 - d. University Forum
 - i. There was discussion regarding the Chancellor’s University Forum that occurred last week. Cheri
 - e. Associate Degree credential program
 - i. Cheri reported that the Associate Degree credential program (similar to Wisconsin’s Project WIN/WIN) has awarded 62 associate degrees.
 - f. Retention efforts/focus groups
Joe reiterated “we are all in this together to retain students” it is not just an admissions job. Now is the time to start the spring 2016 registration conversation with our students.
3. Professional Development committee update (Heather)
 - a. We are offering virtual attendance to the Legal Issues in Higher Education Conference (held at the University of Vermont). Viewing of this 3 day conference will be held in the Beartooth room. No registration is necessary. You are welcome to attend any session which is of interest to you. Web-stream: Legal Issues in Higher Education conference (Oct. 19 – 21)
 - b. See link for agenda & session descriptions (times are East Coast times)
 - o <https://learn.uvm.edu/legal-issues/legal-issues-anticipated-conference-topics/>
4. Campus Store/Concessions update (Chad)
 - a. Book orders are due Oct. 23-Several incentives are in place for the college who gets their orders in first.
 - b. Book returns going on now

- c. Campus Store/Concessions have expanded and taken over concessions for all campus events.
 - d. Renovation of the concessions in the athletic building will be completed and open on November 10th.
- 5. Campus-wide Crisis Response training (Kathy)
 - a. There is increased interest in this training due to the recent campus shootings in Arizona and Texas.
 - b. The Team expressed an interest in being proactive and have continued training for faculty, staff, and students.
- 6. Leadership Program recruitment (Kathy)
 - a. Students are nominated each year by faculty.
 - b. 20 freshman are selected for this 18 month training program.
- 7. EverFi Update (Kathy)
 - a. Students must complete the required two-part training within a 45 day window or a hold is put on their account. Discussion to simplify the registration process followed.
 - b. **UPDATE: Joe contacted OCHE and discussed the concerns expressed during the SAC meeting, coupled with using data of # of students at all campuses that have or have not completed Part 2 of the EverFi programs. OCHE sent out an email later that same afternoon indicating "completion" of a program (at this time) is finishing Part 1. They are sensitive to our Spring registration process and do not want to add an impediment to have students register for Spring term. However, the desire is that for Spring 2017 all students will need to have completed Part 2 of the respective programs. We will continue to monitor this.**
- 8. Academic Support Center interim co-directors
 - a. Matt Redinger reported that they are actively recruiting a new director.
- 9. Parent & Family Day/MSUB Evening at the Zoo recap (Jeff)
 - a. This was the first year that Parent & Family Day was changed to *MSUB Evening at the Zoo*. **It was a complete success!** Record registration for the event.
 - b. Over 300 people were served. It is scheduled again for next year.
 - c. Jeff received numerous emails from parents with positive comments.
- 10. Electronic Document Imaging 2nd pilot project (Cheri, Emily, Tammi)
 - a. Heather reported that they went to Bozeman for the training of the EDI 2nd pilot project.
 - b. Their training was focused on scanning documents into Banner.
 - c. The first pilot project dealt with Pcard receipts.
- 11. Campus Climate Survey (Darla)
 - a. A survey regarding campus climate and sexual assaults on campus will be launched on Tuesday, October 20th. It is a voluntary survey for students. Incentives to complete include Amazon Gift Cards, Jackets and Company gift cards.
 - b. The data from this survey is needed to provide assault services.
- 12. Student Success Committee update (Tammi, Stephanie, Jeff)
 - a. The report is completed and will be on line shortly.
 - b. Next step will be to complete the recommendations and present them to the steering committee.
 - c. Joe stated that there are more students eligible for Student Support Services but are not enrolled due to the cap on Student Support Services, and there is a group of academic affairs and student affairs examining how we can reach out to a segment of this population to provide similar SSS services starting this semester.

13. Staffing (Everyone)

- a. Round the room sharing

14. Additions:

- a. Cheri reminded everyone that advising week is forthcoming
- b. The RN/ASN program at City College will have some upcoming changes with the implementation of the HealthCareMT grant-Nursing curriculum. Tentatively Fall 2016

Reminders/Announcements:

Preview Day will be held on Friday, October 16th and Friday, November 13th.

Graduation Applications are due November 13th for spring 2016 and summer 2016.

Next SAC Team Meeting is **Wednesday, November 4th**

Meeting Facilitator is Kelly Buck