**College Council Meeting Agenda**

**February 7, 2025** **| 8:30 am – 10:00 am |B101** [**TEAMS**](https://montanaedu.sharepoint.com/:v:/s/CPBAC290/ERJ2b8jQXz1Dl1vAIsy15_UBDuAw4SN2tmkvioTimO4hxg?e=QAs9RT)

***Purpose Statement:*** *The College Council ensures the policies and procedures support the college’s strategic plan and mission. This team facilitates discussions to gather and provide input and feedback on college-wide initiatives and financial decisions. This is also the place to communicate across departments and divisions.*

**Members:**

CEO/Dean, Executive Director Student Services, Director of Human Resources, Director of IT, Classified Staff at Large – 2, Classified Staff Senate Chair or Designee, Director of Academic Success, Director of Advising and Career Center, Director of Assessment and Faculty Development, Executive Director of Community Relations, Director of Academic Success and Accessibility, Director of Facilities Services, Director of Financial Aid, Executive Director of Instruction, Executive Director of CTE, Division Director of Health Science, Director of Library Services, Executive Director of Operations, Director of CARE, Director of Recruitment and Enrollment, Executive Assistant to the CEO/Dean, Faculty at Large – 2, Faculty Senate Chair, Institutional Research Analyst, Registrar, Student Engagement and Well-Being Program Manager, Student Government President or Designee

**In Attendance**: Joshua Archery, Julie Barnwell, Courtney Brooks, Phil Carr, Dan Casmier, Dr. Stephanie Erdmann, Leah Habel, Deb Heustis, Ariel Jones, Quincie Jones, Catherine Joshu, Tom Lehman, Stacy Lowry, Paul Lynch, Ashlynn Maczko, Kathy Meier, Ginny Pierce, Toni Quinn, Carmen Roberts, Toni Sawhill, Gary Smart, Troy Stoddard, Amie Thompson, Scott Thompson, Kristi Voboril, Lisa Ward, Staci Weigum

Students: Heath Voy

Public: Veronica Griffin

**Agenda**

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| **Time** | **Topic** | **Responsible** | **Outcome** |
| 5 min | Call to order | Ms. Jones | Action |
| 5 min | Approval of CC [minutes](https://montanaedu.sharepoint.com/:w:/s/CPBAC290/EdTDAId7m-dJgoMkSyUvJUkBrky-4Wbyqbys_L0duF_PgA?e=pZjF2Z) | Ms. Jones | Action |
| 10 min | College Updates | Ms. Jones | Informational |
| 25 min | Committee and Unit Goal Update   * Perkins * Staff Senate * Bookstore * College Council | Various | Informational |
| 10 min | NWCCU Mid-cycle tentative schedule | Dr. Ortega | Informational |
| 5  min | Policy Review | Ms. Roberts |  |
| 20 min | Budget | Ms. Roberts | Informational |
| 10 min | Otter Tip of the Month - Website | Mr. Thompson |  |
| 5 min | Public Comment |  |  |
| 5 min | Wrap up |  |  |
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| **Time** | **Topic** | **Discussion** | **Action** |
|  | Call to order |  |  |
|  | Approval of CC minutes | Minutes were approved as written.  Posted minutes can be found [here](https://gfcmsu.edu/committees/college-council/) | 1st Mr. Tom Lehman  2nd Mr. Phil Carr  Approved |
|  | College Updates | Dr. Erdmann welcomed Amy Thompson to Great Falls College, highlighting her active involvement in securing a new business advisor and participating in interviews for the 10,000 Small Businesses program. Dr. Erdmann then acknowledged the efforts of Dena and Leah in meeting the Department of Education mandates. They worked diligently to gather information and submit it on time, despite the deadline being changed later. Dr. Erdmann announced the upcoming science events in March, including the elementary, middle school and high school science fairs and the Night Out for Science. Charla is coordinating the Science Fair and is seeking judges from the community if you are interested please talk to Charla. Finally, Dr. Erdmann announced the Otter Speech Symposium, organized by Amy Pearson, scheduled for February 27th from 7pm-9pm. The event will feature student speeches, judges, and a keynote speaker, Heather Chamberlain. |  |
|  | Committee and Unit Goal Update | The following Units or Committees gave an update on their goals:   * College Council * Bookstore * Staff Senate * Perkins    \*See PowerPoint for updates |  |
|  | NWCCU Mid-cycle tentative schedule | Dr. Ortega reviewed the [draft schedule](https://montanaedu.sharepoint.com/:f:/s/CPBAC290/EoBjI_SR3JROs-6n0s9pQuMB6p2ui_rVYGalPxBzqceToQ?e=Y5lYyH) for the April 2025 Mid-Cycle Visit. Dr. Ortega will send out meeting invites for meeting prep for those involved in the visit. Please take a look at the drafts of reports [here.](https://montanaedu.sharepoint.com/:f:/s/CPBAC290/EtFLjgtQRlVKjq7Tml26kloB58SAtmgN8kqejyFgrj6Z4A?e=cKVWSJ) |  |
|  | Policy Review | Ms. Roberts reviewed the following policy for first read:   607.1 Smudging on Campus  Ms. Roberts also reviewed the following policies for approval:  201.1 Copyrighted Materials  310.1 High School Dual Enrollment  311.1 Academic Forgiveness/Fresh Start  405.5 Processing Threat Reports | Policies to review can be found [here](https://montanaedu.sharepoint.com/:f:/s/CPBAC290/EkffWICxKm9KtEEj4HegyRcBRu9PAu5ThfJmhCAykAGpag?e=FEyHO7) Leave comments before the March 7 meeting.    Policies 201.1, 310.1, 311.1, and 405.5 were approved and will move to Executive Council for final approval.  1st Josh Archey  2nd Tom Lehman |
|  | Budget | Ms. Roberts provided an overview of the budget process, including the legislative process, university system allocation, and Great Falls College's budgeting process. They discussed the impact of the pay plan, inflationary costs, and the 1-2-3 program on the budget. |  |
|  | Otter Tip of the Month - Website | Mr. Thompson presented the new website redesign, highlighting the improved navigation and organization. They encouraged feedback and announced the official launch date, February 12. Mr. Thompson also encouraged the recruitment of more students to create content for the college's social media channels. They currently have two students, Myra and Kaia, creating content and are looking for more energetic and creative students. |  |
|  | Public Comment | Ms. Voboril opened the floor for public comments. Mr. Lehman gave a shoutout to the Military Family Center and Native American Enrichment Center for great open houses. |  |
|  | Wrap up | • Committee report outs: Internal Academic Program Review, Campus Community Committee, Advising  • Next meeting date: March 7, 2025 |  |
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