

## **Student Affairs Council**

**Wednesday, May 11, 2016**

**SUB Missouri Room**

**9:00am**

**Facilitator: Kelly Buck**

### **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, Kelly Buck, Kristin Peterman, Dan Bengel, Jeff Rosenberry, Jeremy Noel, Valerie Sperry, Aaron Murrish, Rob Kirby, Paul Foster, and Claudia Janecek

1. Welcome      Kelly engaged us in an interactive/skill building session to learn more about each other.
2. Cabinet Update
  - a. Thank you to Cheri and Heather for coordinating the wonderful commencement. 444 walked. Hooding ceremony was a new addition. Thank you Kristin for coordinating the convocation ceremonies.
  - b. Kristin reported that all was going well with the Wine and Food Festival. This week included a cooking school and a brew master session. Friday and Saturday night are the main events.
  - c. Bill Kennedy will be the new CEO and President of MSUB Foundation.
  - d. Joe emailed everyone the preliminary budget for the performance based funding. More information will be forthcoming. The early alert software will be an in-house product (still in the development phase, a preliminary discussions have a small group of faculty who will pilot for their classes). Market Research will involve the community. The question, how will the project be assessed? was put forth. Jacket Pride will address service to our students and instilling pride in our students. Kelly Buck discussed the importance of collaboration of programs already in place, such as math, summer bridge programs, etc... The team further discussed the importance of communication in the SA Division and throughout campus.
  - e. At the last Cabinet meeting, Alison Adams, Jeff Rosenberry, Kathy Kotecki, as well as Trudy Carey presented a new animal assistance policy. The new policy redefined the old policy. This new animal assistance policy is strictly for residence halls.
  - f. Leadership Billings Listening Session was held on Wednesday, May 4. The Leadership Billings 2015-16 class came to campus. MSUB staff listened. Susan Gilbertz facilitated the session. The outcome was to focus on a long-term vision of:
    - What the university ought to aspire to be; and
    - What the university should create in order to meet its aspirations.The SA team discussed the comments presented at this session.
  - g. A developer has been seriously looking at the strip of land west of the City College (along Shiloh). This parcel is zoned as mixed use with possible housing.
  - h. John Gardner (Gardner Institute) will be coming to campus during opening week. More information to follow.
  - i. Transgender discussion
    - i. Bathrooms have been examined on campus. There are 11 single stall restrooms. Signage and a common/compatible language are the issues being finalized.
    - ii. Cheri and Emily led a discussion regarding "preferred name" vs "legal name". This is a topic being discussed and addressed throughout the MUS campuses.
    - iii. MSUB housing is the only one in the state that allows students to self-identify. Students are encouraged to work with the diversity center.
  - j. Reminder to utilize the Master Calendar for all events/activities.
  - k. Board of Regents will be held next week in Havre.

3. Enrollment Update
  - a. Cheri distributed a handout with fall enrollments.
  - b. New Students & Transfers-Tammi distributed 2 handouts highlighting (1) applications to both CC and University and (2) Orientation for both CC and University
  - c. Residence Life/Housing -Jeff handed out and discussed the residence hall booking report. Jeff and staff will emphasize book/signup for housing during orientation. Also, staff will encourage exempt CC students to live on campus.  
**Darla suggested, endorsed by all present, that all departments get a list to the SA office by Wed. June 1 that states your primary message and what you are trying to get across to the students.**
4. Orientation & Transitions Working group
  - a. Becky reviewed the 2 final orientation agendas for CC and University.
  - b. Thurs., May 26 there will be a walk-through of the information sessions so all will understand their roles. To be held from 9-12 in the Beartooth room.
  - c. Orientation peer leader training starts next week.
5. Assessment Retreat "Save-the-Date" Becky announced the Assessment retreat will be held on Friday, June 3 from 9-2.
  - a. *This has seen been changed and Becky will be in touch with everyone for a new date.*
6. Financial Aid Prior Prior Year
  - a. Emily reviewed two new federal initiatives for financial aid
    - i. Prior Prior Year, The FAFSA can be completed using the PP year income.
    - ii. Early FAFSA, to receive Fall 2017 funding, the FAFSA opens on October 1, 2016
    - iii. Priority FAFAS for Fall 2017, opens December 1, 2016  
 There have been discussions held to stream line high school nights and college nights. Perhaps lump all college nights together. College month?
7. End-of-Year Celebration
  - a. Heather announced the celebration to be held at 3:00pm on May 26, 2016
  - b. Upcoming seminars- "Meet your Recruiters" Monday, May 16, 2:00, Beartooth Room
  - c. Planning for next academic year
    - i. Professional Development meets every 2 weeks.
    - ii. Send Heather or Aaron ideas for programming you would like to see.
8. Staffing updates
  - a. Discussion was held
  - b. Alison Adams last day is Friday, May 27<sup>th</sup>. Farewell will be held Wednesday, May 18, 3-5pm

#### **Reminders/Announcements:**

- Relay for Lunch SA Sponsorship-Wednesday, May 25<sup>th</sup>.
- Jeff reminded everyone Housing and Residential Life student planner is in production. **Send any important dates you want included to Kelli Grantham by May 26<sup>th</sup>**
- Emily announced that if work-study student is state funded they can now receive more money.
- Stephanie announced that the Practical Nurse Program is waiting to be approved by the Northwest Accreditation. (This is a distance learning program)
- If you have any questions regarding the child care center, please call Joe.

- Kelly Buck announced Academic Boot camp will be held starting Tuesday, July 19 through the end of October 2016.
  - It is also online if student can't make it to campus.
  - It will be advertised in the Billings Gazette and in-house.

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**Next SAC Team Meeting is Wednesday, June 8, 2016**  
**Meeting facilitator will be Emily Williamson**