

**Student Affairs Council**  
**Wednesday, November 8, 2017**  
**SUB Missouri Room**  
**9:00am**

**Meeting Minutes**

In attendance: Joe Oravec, Cheri Johannes, Heather Eggum, Becky Lyons, Tammi Watson, Dave Powell, Kathy Kotecki, Trudy Carey, Justin Beach, Ed Brown, Darla Tyler-McSherry, Laura Gittings-Carlson, Kristin Peterman, Aaron Like, Randy Fowler, Valerie Sperry, Aaron Murrish, Stacey Siebrasse, Abby Cook, Rebekah Reger, Joann Stryker, Claudia Janecek,  
Guest: Kristi Oaks, MSUB Foundation

1. Welcome-Ed Brown
2. GUEST: Kristi Oaks, MSUB Foundation, re: "Day of Giving" (place holder name – will be changed)
  - a. Day of Giving is tentatively set for Tuesday, March 20, 2018. Various electronic venues will be utilized to raise funds and build a donor base
  - b. There will be 12 units to fund. Discussion followed for the name of the Student Success category and subcategories. Joe will be selecting 1 to 2 individuals to be leads for Student Affairs. Recommendations for what the category(ies) should be labeled due to Joe by Weds., Nov. 15.
3. Cabinet, et. al. update (Joe)
  - a. Budget-The Governor has called for a special session next week. University system performance based funding may or may not remain on the table depending on outcomes.
  - b. Chancellor wants to know if there are any students around over Thanksgiving. He wants to invite them to Thanksgiving dinner at his house. Names of students and email addresses should be sent to Joy asap.
  - c. Dean Duin reported at Cabinet that they have a new program *Masters of Science in Health and Recreation Therapy*
  - d. Organizational restructure: Alumni office is under the Foundation on or near January 1. Discussion followed. SAC Team will compile a list of how your department works with the Alumni Association and send it to Claudia.
  - e. Yellowstone Science and Allied Health Building. Fundraising is going well. Close to 5 million. Request will be made to ASMSUB for equipment fees for the YSAH Building. Discussion followed.
  - f. OneMSU recap (week prior) - John Gardner Handouts
    - 1-Discussed the elements of First Year Experience
    - 2-What are we currently doing that have been successful. How we look at the First Year Experience.
    - 3-We are doing amazing things on our campus and others need to know that what we are doing is positive and on the cutting edge.
    - 4-MSUB will host OneMSU next year. November 2018
  - g. Seamless OneMSU recap/update
    - 1-Discussed how to help students moving from one campus to another ("transfer" is no longer the appropriate word as you don't transfer if you are "One Campus")
    - 2-CAO, CFO, Admissions, Registrar, and Financial aid will be having conversations to eliminate barriers.
    - 3-Discussion followed regarding the Admissions/Registrar and Financial Aid processes
    - 4-CAOs are working on one joint catalogue with common course numbers
  - h. Chancellor search has a website. Thank you for encouraging students to attend the search session at City College on Fri., November 3.
  - i. Vice Chancellor for Financial Services interviews will be held in the next several weeks. Terri Iverson's last day is Fri., December 15
  - j. An RFP for Dining Services is being developed. The issue date for this RFP will be in February 2018.

- k. Monday, December 18, the University Holiday Dinner will be held in Rimrock Café
  - l. Tues., March 22, 2018 is the tentative date for the Faculty Excellence Dinner.
4. New Direction for Campus Store (Ed)
    - a. This new direction will better serve the University and our students
    - b. The MBS model ships books directly to the students.
    - c. On time adoption of books/less risk for the store
    - d. Ed presented purchase scenarios. Books will be shipped directly to the store for pickup. Students can pay extra to have them shipped directly to them. Prices similar to Amazon.
    - e. Goes live on Fri., December 15, 2017
  5. DSS External CAS Review (Trudy)
    - a. Held on Mon. /Tues., October 30 & 31, 2017 on University and CC campuses. Review went very well. Faculty review was great.
    - b. Results will come at the end of December.
  6. FirstGen initiative (Thurs., Nov. 9) (Laura)
    - a. Posters and stickers are available throughout campus and mailed to all departments
    - b. Open house will be held on Thursday, November 9, 2017 from 2-6pm. To be held in the following locations, SSS/Trio, DSS, Veteran Upward Bound, and Native American Center.
    - c. Today is the first "First Generation Student" day
  7. Jacket Proud Expectations (Kathy)
    - a. Handout: Jacket Proud job expectations, please share with staff, student workers, etc.
    - b. Departments should start having conversations and make them part of our everyday work.
  8. Student eNewsletter pilot (Kristin/Kathy)
    - a. Conversations have been had regarding how to get information to our students
    - b. Kristin is developing a weekly newsletter (similar to residential life). The initial email will be sent to a pilot group of students on Friday, November 8. Two weeks later a survey will be sent.
  9. Scholarships – Yellowjacket Excellence; new scholarship software (Justin and Tammi)
    - a. Tammi passed around a handout describing the new Yellowjacket Excellence Program. This new program takes the guesswork out of the scholarship package for traditional students.
    - b. The Chancellor gave us the charge to "own Eastern Montana".
    - c. New scholarship software in financial aid. Opened on Wednesday, November 1.
    - d. FAFSA deadline is Thursday, February 1, 2018
    - e. The Chancellor Excellence award is on the Web.
  10. Current plan for math/writing placement and registration going into spring (Becky and Rebecca)
    - a. Spring will remain the same procedure
    - b. We are in the process of collecting scores for our institution.
  11. PLA (prior learning) policy draft (Cheri)(attached)
    - a. Cheri emailed everyone the draft
    - b. Students who are interested will have life experiences looked at as prior learning (examples, FEMA, Wild fire training)
  12. International Education Week ,Nov. 13-17,2017 (Abby Cook)
    - a. Last year was a success and will continue this year
    - b. Please see and post the attached poster

13. Staffing updates

- a. Aaron Like has been appointed as Interim Director of Residence Life
- b. Rebecca Reger is the Interim Director of Academic Support Center. Jessica Frank is ASI and Katie Williams, Tutor Coordinator. Academic Support Center staff has duties both at City College and the University Campus.

**Next SAC Team Meeting is Wednesday, December 6, 2017**  
**Meeting Facilitator will be Stephanie Cowen**