**College Council Meeting Agenda**

**May 2, 2025** **| 8:30 am – 10:00 am |B101** [**TEAMS**](https://www.gfcmsu.edu/committees/college-council/)

***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, Brada Bechard, Jessica Boyer, Michelle Bruner, Phil Carr, Dr. Dan Casmier, Kerry Dolan, Dr. Stephanie Erdmann, Leah Habel, Mathew Hill, Deb Huestis, Catherine Joshu, Stacy Lowry, Paul Lynch, Ashlynn Maczko, Shannon Marr, Marla McFerrin, Charla Merja, Toni Quinn, Rachell Rivers, Gary Smart, Troy Stoddard, Kristi Voboril, Lisa Ward, Elyssa Wassman

Students: Hope Westerman

**Agenda**

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| **Time** | **Topic** | **Responsible** | **Outcome** |
| 5 min | Call to order | Dr. Erdmann | Action |
| 5 min | Approval of CC [minutes](https://montanaedu.sharepoint.com/:w:/s/CPBAC290/Ed91d4OzosFHgW18-XEdtZoBgxya9jNanbgjpPsqWhjFow?e=wL3JQM) | Dr. Erdmann | Action |
| 10 min | College Updates   * Graduation * BOR * Canvas * Mid-cycle wrap up * Alternate work schedules | Dr. Erdmann | Informational |
| 25 min | Committee and Unit Goal Update   * Tenure & Promotion * Curriculum Council * Technology Assistance Center * Perkins Summary | Various | Informational |
| 10 min | Forging Futures - Target metrics update | Ms. Barnwell | Informational |
| 5  min | Policy Review | Ms. Maczko |  |
| 10 min | Otter Tip of the Month - Canvas | Mr. Lynch |  |
| 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://www.gfcmsu.edu/committees/college-council/) | 1st Ms. Leah Habel  2nd Ms. Ashlynn Maczko  Approved |
|  | College Updates | Dr. Erdmann discussed the schedule for the upcoming graduation ceremony, including a practice session at 8:00 AM, the Eagle Feather ceremony at 10:00 AM, and the graduation at 2:00 PM. She emphasized the importance of arriving an hour early to be prepared  Dr. Erdmann announced that the Board of Regents meeting will be hosted on May 20th and 21st. The meeting will include a community reception where Chair Buchanan will introduce the new Regents, including Heather Hoyer, the Superintendent of the schools.  Dr. Erdmann discussed the Canvas implementation project, which will take place this summer. The core shell is available for faculty to prepare their classes, and Paul will provide additional tips and an overview during the auditor tip of the month.  Dr. Erdmann mentioned the peer evaluation report and the need to complete the assessment loop for student learning assessment. The goal is to have the loop closed by fall 2027, which will be required for year six reporting.  Dr. Erdmann introduced the idea of formalizing alternate work schedules for summer and potentially permanent arrangements. This will involve discussions within departments to ensure coverage and compliance with state requirements. Please see May’s In Otter News for more details. |  |
|  | Committee and Unit Goal Update | The following Units or Committees gave an update on their goals:   * Tenure & Promotion * Curriculum Council * Technology Assistance Center * Perkins Summary    \*See PowerPoint for updates |  |
|  | Forging Futures - Target metrics update | Ms. Barnwell presented the progress in Forging Futures and she emphasized the importance of submitting strategic action plans and how they are used for reporting to NWCCU. They reviewed the process of submitting, reviewing, and using the reports for committee work. |  |
|  | Policy Review | Ms. Maczko brought the following policies to College Council for approval:  902.1 Student Borrowers  902.4 Faculty & Staff Borrowers  902.5 Community Patrons | 1st Ms. Charla Merja  2nd Elyssa Wassman  Approved to move to Executive Council |
|  | Otter Tip of the Month - Canvas | Mr. Lynch provided an overview of the Canvas platform, highlighting its features, support resources, and the new accessibility tool. He also mentioned the importance of faculty and staff embracing the change and utilizing the available resources. |  |
|  | Public Comment | Dr. Erdmann addressed public comments, including updates on campus signage, the planting of sweetgrass, and the substance abuse and addictions counseling student organization's event.  She also announced President Cruzado's retirement party and the transition to the new president, Doctor Brock Tessman. She also mentioned the need for a new representative for the Pure Gold Committee. | Rachell Rivers volunteered for the Pure Gold Committee. |
|  | Wrap up | * Committee report outs: Strategic Enrollment Management, Library, Academic Divisions * Next meeting date: June 6, 2025 |  |
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