

College Council Meeting Minutes

Juen 5, 2026 | 8:30 am - 10:00 pm | 1500

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

All staff/faculty/students of Great Falls College in attendance.

In attendance: Josh Archey, Michelle Bruner, Philip Carr, Selena Coburn, Jessica Dykstra, Dr. Stephanie Erdmann, Dr. Leanne Frost, Deb Huestis, Dr. Greg Johnson, Catherine Joshu, Shanel Locke, Paul Lynch, Ashlynn Maczko, Shannon Marr, Susie McIntyre, Mackenzie Merja, Dr. Eleazar Ortega, Michele Osweiler, Carmen Roberts, Elliot Roberts, Heather Smith, Troy Stoddard, Amie Thompson, Scott Thompson, Kristi Voboril, Elyssa Wassmann, Staci Weigum

Agenda

Time	Topic	Responsible	Outcome
5 min	Call to order	Dr. Erdmann	Action
5 min	Approval of CC minutes	Dr. Erdmann	Action
10 min	College Updates - CEO/Dean Search Update - Suggestion box	Dr. Erdmann	Informational
5 min	Awesome Otters	Dr. Erdmann	
25 min	Committee and Unit Goal Update - Library - Academic Divisions - Strategic Enrollment Management	Various	Informational
5 min	Org Chart	Ms. Roberts	
15 min	Budget	Ms. Roberts	
10 min	Otter Tip of the Month – Marketing FAQs	Mr. Thompson	
5 min	Public Comment		
5 min	Wrap up		

Topic	Discussion	Action
Call to order		Call to order
Approval of CC minutes	Minutes were approved as written. Posted minutes can be found here	Approval of CC minutes

Topic	Discussion	Action
College Updates	shared progress on the CEO search, including interview scheduling, background checks, and the advisory committee's role in forwarding candidates to President Tessman and the Commissioner of Higher Ed. Final decisions expected late June. Dr. Erdmann also discussed many suggested box items, including: Email communication issues during Canvas outages, resolved by sending critical messages to both preferred and school email addresses. Challenges with providing real food on campus, including financial constraints and low demand. Ideas for food delivery and group ordering were discussed, with plans to pilot collaborative problem-solving involving students in August. Launching new programs where Dr. Frost explained the data-driven process for launching new programs, including labor market analysis, stakeholder input, approval steps, and ongoing program review. Mortuary Science and Aeronautics were deemed unfeasible, but paralegal is under reconsideration. Procuring a Staff Senate plaque for displaying outside room 1500. And, employee training on general technology skills. Look in your inbox for communications from IT for upcoming training.	College Updates
Committee and Unit Goal Update	The following committees gave an update on their goals: • Library • Academic Divisions • Strategic Enrollment Management • *See PowerPoint for updates	Committee and Unit Goal Update
Policies	The following policies were voted on and approved by College Council: 903.1 Reserve Materials 903.2 Interlibrary Loan 903.3 Library Collections 210.1 Attendance & No Show 212.12 Placement Exam Retakes 214.1 Independent Study 214.2 Directed Study 215.1 Internships	Policies
Org Chart	Ms. Roberts reviewed the most up to date Organizational Chart, announcing just filled position, and additional positions to be added to the CET Department.	Org Chart
Budget	Ms. Roberts reported on fiscal year-end deadlines and purchasing procedures were reviewed, with reminders about health insurance changes and pay increases. She also updated the council on the FY2027 budget and closing the gap between our campus revenue and expenses.	Budget
Otter Tip of the Month – Marketing FAQs	Mr. Thompson reviewed campus guidelines for political activity, petitioning, and flyer distribution, emphasizing designated areas and approval processes.	Otter Tip of the Month – Marketing FAQs

Topic	Discussion	Action
Public Comment	Dr. Stephanie Erdmann was honored for their leadership as CEO/Dean, reflecting on campus culture, Montana relationships, and shared governance.	Public Comment
Wrap up	- Committee report outs: Teaching & Learning Center, eLearning, Institutional Effectiveness, & Marketing - Next meeting date: August 7, 2026	Wrap up
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