

American Indian and Minority Achievement Council Recommendations Campus Plan Proposal

Institution: Helena College University of Montana

	Action Plan	Next Steps	Person Responsible	Implementation Date
Recommendation 1: Senior level point of contact.	HC will designate the Executive Director of Enrollment, a position overseeing all enrollment functions including advising, to be the student Point of Contact.	<ul style="list-style-type: none"> The Executive Director will review recruitment, enrollment, and advising processes to ensure appropriate points of contact and supports are in place for American Indian students. The Executive Director will keep in contact with the MUS Director of AIMA to discuss opportunities for training and outreach. 	Sarah Dellwo, Executive Director of Enrollment reporting directly to the Dean/CEO	Immediate

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<p>Recommendation 2: Department points of contact.</p>	<p>Helena College departmental points of contact will provide focused areas of expertise and will coordinate with the College’s AIMA student representative.</p>	<p>Departmental points of contact will outreach to Helena College students identified as Native American.</p> <p>A specific advisor will be assigned to students identified as American Indian to help students navigate.</p>	<ul style="list-style-type: none"> • <i>Financial Aid</i> – Financial Aid Specialist/Work Study Coordinator – Kyra Merchan • <i>Admissions/Registrar</i> – Executive Director of Enrollment – Sarah Dellwo • <i>Student Health and Counseling</i> – Disabilities Resource Coordinator – Kim Feig and Director of Student Life – Emily Schuff • <i>Human Resources</i> – Director of Human Resources – Sandy Bauman • <i>Advising</i> – Academic Advisor – Greg Thompson and Executive Director of Enrollment – Sarah Dellwo 	<p>Immediate</p>
<p>Recommendation 3: Data collection and dissemination.</p>	<p>Use the American Indian Student Success Dashboard to help the campus understand how American Indian students are being served.</p>	<p>Ensure Cabinet is reviewing the information on a semester basis to understand what progress is being made or areas where action needs to be taken.</p>	<p>Director of Institutional Research – Jesse Pate</p> <p>Executive Director of Enrollment – Sarah Dellwo</p>	<p>Immediate</p>

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<p>Recommendation 4: Professional development.</p>	<p>Continue providing education to all employees through the MUS provided AIEA training and review options for specific training concerning area functions.</p>	<p>All employees are required to take the AIEA course upon hire. Encourage areas to take specific courses that help areas to understand how they can specifically assist American Indian students. Use the professional development process to ensure that the campus is receiving options for development campus wide.</p>	<p>Professional Development Committee Chair – Rotating Human Resources Generalist – Mary Twardos</p>	<p>Ongoing</p>
<p>Recommendation 5: Dissemination of professional development.</p>	<p>The DEI committee is currently working on an equity and inclusion action plan over the 21-22 academic year. As the data is reviewed for American Indian students the campus will identify priority areas for professional development. Professional development opportunities related to high priority areas will be incorporated into annual plans.</p>	<p>Follow current campus process for reporting back on professional development opportunities.</p> <p>DEI committee will continue to work on the action plan following review of data from a recent campus climate survey.</p>	<p>DEI Committee Professional Development Committee</p>	<p>Ongoing</p>