



Date: August 21, 2019
To: Board of Regents
From: Laura J. Vosejпка, Ph.D.
Dean/CEO, Helena College University of Montana
Subject: Campus Report for September 11-12, 2019 Board of Regents Meeting

The number of associate degrees and certificates that Helena College awarded for 2018-2019 was up 24% from the previous year. A total of 264 credentials were awarded for the fall 2018 and spring 2019 semester and this was the highest number of credentials awarded in the last five years.

This fall all faculty will be using our new assessment data base to track course and program level learning outcomes. This robust tool has been developed in-house and promises to yield exceptionally useful data for our assessment activities.

We are Number One! The Helena College Nursing program was listed as the number one 2 year nursing school in America by RNCareers.org with a total score of 100%

The Helena College Diesel Technology Program has been ranked #12 in the Get Ahead Program from Daimler. This has resulted in a strong level of support from the company including the ability to purchase teaching aids and the donation of a truck.

The Automotive Technology Program is kicking off this fall with every student placed in an internship/apprenticeship based learning experience.

Laura Vosejпка began her tenure as Dean/CEO of the college on August 12, 2019. Many thanks to Sandra Bauman, Associate Dean of Academic and Student Affairs, who served as Interim Dean/CEO.

On July 1, Stephanie Hunthausen started serving in the new role of Director of K-12 Partnerships. Stephanie will work to enhance the college's responsiveness and connections to the local schools and expand services to dual enrollment students and their families, including Dual Enrollment Information Session to be held on the HC campus during the Week of Welcome. Stephanie will coordinate the alignment of curriculum between concurrent enrollment classes offered at 10 partner high schools and the on-campus courses, will serve as the primary contact for school administrators, manage the Montana Career Pathways Grant, and advise dual enrollment students, who currently comprise a third of the Helena College enrollment.

Della Dubbe, Director of Library Services, was chosen to attend the Open Textbook Summer Institute (OTNSI) in Chaska, MN along with Christina Trunnell, statewide OER Coordinator, and two other librarians

in the TRAILS consortium and met with representatives from approximately 100 of the 600 campuses in the Open Textbook Network (OTN). Helena College has since joined in with the work necessary to implement OER in Montana and will host an “Open Education in Montana” workshop during fall ID-Days. Presenters include Christina Trunnell, Jessie Pate (librarian), Kim Feig (faculty) and Della Dubbe.

Amy Kong, Director of eLearning, reports that the Helena College e-Learning Office has been working with Division Chairs and faculty to offer more online programs and online student services, part of the Strategic Enrollment Planning process. Plans to hire an Instructional Designer are in the works as well as the development of additional trainings and professional development opportunities for instructors. Enhancing Student readiness for online learning is an important goal and tools for evaluating the quality of online courses are being developed. Collaborations with UM and other MUS campuses to share best practices and offerings are a priority.

The Office of Financial Aid is now fully staffed to address positions shifting due to temporary assignment of Valerie Curtain to Acting Assistant Dean of Administrative Affairs. The following staffing changes have occurred to meet student needs: Traci Merzlak is the Interim Director of Financial Aid, Karina Moulton has taken on additional duties within her position and Amber Emmart has been hired as a temporary worker for the office. Additionally, the office has changed all record of verbiage moving forward from ‘award letter’ to ‘financial aid offer’.

In the Business Office, Maia Zelenak & Cari Schwen have taken on additional duties to assist in continuing processes and operations. With their hard work and diligence, FYE19 has been completed and the FY20 budget has been submitted. Additionally, new processes for procurement have been established and will be discussed campus-wide prior to the start of the new academic year.

Highlights from Maintenance & Facilities include the following: The Donaldson Campus middle roof and chiller project will start the 30th of September. Completion of these projects will take approximately 4 to 6 weeks. A new cooling unit for the HVAC3 will also be installed at this time. During the construction the South side road of the Donaldson campus will be closed for through traffic and parking. However, deliveries will still be able to be made at the bookstore.

Parking lot striping has been completed at both the Airport and Donaldson campuses. The college looks particularly fresh and welcoming with a landscaping face lift at both campuses before the start of this semester. In personnel changes, we are pleased that Eric Reighard has joined us as the new Custodial Supervisor and Tommi Haikka has agreed to temporarily take on the Director position.

In Retail Services, we have a new model for Bookstore management, with Cherise Hecht and Clare Jose serving as Co-Managers due Josh Bennet’s departure. Tarun Hecht is the new barista. The Airport Campus Bookstore is working to open and currently rearranging its layout to better serve students. It will have a water line and additional electrical boxes added to enable the sale of coffee and eventually additional food items. New items are being ordered for the bookstore and will be stocked soon

Instructional Technology updates include the hiring of Mike Hausler as the new IT Director who will begin September 30th. We are currently interviewing to fill the Computer Support Specialist I position that has been absent for the last month and a half. Even though this department has been severely understaffed, they have managed to keep the college operating at a high level. A new IT procurement policy and process is now in place. With respect to physical upgrades, battery backups are being installed for critical areas and exterior door fobs will be hard wired for improved reliability.