

Date: August 25, 2020

To: Board of Regents

From: Sandra J. Bauman, Ed. D.
Acting Dean/CEO, Helena College University of Montana

Subject: Campus Report for September, Board of Regents Meeting

eLearning

- The "[Designing with Equity in Mind](#)" document has been created for instructors to provide some guidelines for addressing the instructional equity gaps in online education.
- The eLearning Office purchased 10 jetpack hotspots for students who need internet access for schoolwork.
- The eLearning Office has been able to supply HC instructors with webcams, lapel microphones, and voice amplifiers to support their online delivery or face-to-face instruction on campus using a face shield and covering.
- Helena College is utilizing five Swivl Robots for hybrid classrooms. The Swivl Robots are used for recording or live-streaming on-campus lectures to the students who participate remotely.

K-12 Partnerships

- Thirty-one students are registered for "college credit only" at Helena College for the Fall 2020 Semester. Last year, 23 students were registered.
- K-12 Partnership is offering our first dual credit class at PAL (Project for Alternative Learning) this fall 2020. Students at PAL will have the option to take College Algebra for dual credit.
- K-12 Partnerships submitted a GEER Grant Proposal for additional funding to support a partnership with East Helena High School that would allow more students to take Computer Technology classes for dual credit.

Financial Aid/Title IX/Clery

- The Financial Aid Office has currently awarded just under \$198,000 out of a total of \$342,000 in Higher Education Emergency Relief Funds (HEERF). There continues to be a less than 20% response to the application that has been sent to all Title IV eligible students numerous times. Notifications were sent via email, student newsletter, Facebook, and information is available on the Helena College website. The Financial Aid Office is seeking other ways to attempt to have a greater response to the application as is required by the OCHE CARES Act Guidance.
- After census date, the Financial Aid Office will calculate the online fees incurred by students and send out an email to all students to assist with these fees for Fall Semester only. Financial Aid has developed a form for students who have not filed a FAFSA in order to self-attest to meeting all Title IV eligibility requirements. Financial Aid be utilizing HEERF for this assistance as the majority of general education courses are hybrid modality.
- The updated Title IX Policy and Procedures are posted onto the Helena College website. Helena College meet all the requirements of the current law that was effective as of August 14, 2020 and is currently refining the procedures.

- The new Clery Student Conduct Reporting Form is posted on the Helena College website and in the faculty Moodle. No reports of students refusing to wear face coverings to date.
- The Compliance Office posted a short video to employees regarding Clery and the specifics regarding any COVID reporting. The video also touched upon the need to address any racist or xenophobic talk.
- Helena College distributed an email to all employees addressing the freedom of speech, the rights of students, as well as the rights and responsibilities of faculty/employees according to BOR Policy for Academic Freedom.

Library Learning Hub

- Kim Caldwell, Tutor Coordinator, successfully implemented an embedded tutoring pilot program in two Moodle classrooms over the summer. Working closely with the Director of the Library Learning Hub, lead faculty member in the Writing Center, and our professional tutors, she was able to embed tutors in several more courses for fall. Kudos to our faculty for embracing the opportunity to improve student success, retention, and completion in this way.

Nursing

- The Helena College Nursing program has 67 nursing students enrolled for the Fall 2020 Semester. Thirteen out of 16 Spring 2020 Nursing Graduates have passed the NCLEX to receive their nursing license.

Diesel Program

- Steve Mergenthaler has very generously donated a Cascadia truck with an ISX engine, which is a complement to the fleet at the Airport Campus. This donation is an excellent addition to our Diesel Program.

TRIO

- Helena College is pleased to announce that the TRIO SSS program was renewed. The College was awarded \$261,888 for the next 5 years to serve 140 first generation, income challenged, and/or students with a documented disability.
- In addition, Helena College is piloting Montana 10 for the Montana University System. This project offers academic, social, and financial support to help students meet their academic and career goals. It is yet another access and retention effort to help students, who are income challenged, complete programs in two years.

Workforce Development and Community Outreach

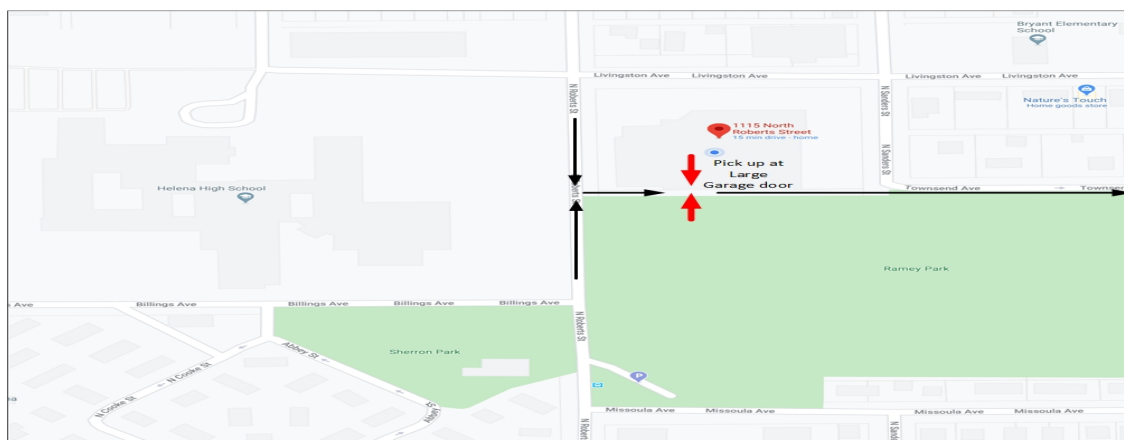
- Helena College Continuing Education has started our fall certification programs and has filled the courses to capacity offering Clinical Medical Assisting and Phlebotomy.
- The Helena College Community Engagement and Workforce Development Division is offering 27 courses for the Fall Semester to include Workforce Development Programs such as CDL training, as well as personal enrichment courses such as Social Media Marketing for Small Business and Retirement Planning. The Helena College Community Engagement and Workforce Development Division has been working hard to ensure proper guidelines are met due to COVID-19 and that applicable modalities of instruction are explored to enhance the efforts of COVID-19 guidelines while promoting and providing online delivery options.
- The Community Engagement and Workforce Development Division is also working with the Montana National Guard to become an Army COOL (Credentialing Opportunities On-Line) certified educational institution to provide active duty military members access to an array of online certification options and online credit options that Helena College provides through the Army Credentialing Assistance Program. This program allows active duty military in good standing a way to access credentials that advance their career goals, allowing up to \$4,000 per year (at this time), per military member to access online education.

Small Business Development Council (SBDC)

- The SBDC continues to assist small businesses in the Helena region through grants offered by the Governor’s Office as well as Payroll Protection Program forgiveness applications and EIDL (Economic Injury Disaster Loans) that local businesses have acquired provided by the SBA to assist in strategies. This has assisted with the workforce development and economic recovery through the Community Engagement and Workforce Development Division by partnering with the Chamber of Commerce and the local economic development agency MBAC (Montana Business Assistance Connection).

Helena College Healthy Fall Start

- Helena College assemble 750 HC Cares Kits for Helena College students and faculty. Each kit contained hand sanitizer, two cleaning cloths, a face covering, and printed instructions on the proper way to wear a face covering and a list of COVID symptoms for a daily self-check.
- Approximately 120 were kits distributed on Monday, August 11 by HC Student Ambassadors, Cole Mergenthaler and Mishwa Bhavsar, at the Fire Bay doors on the Donaldson campus.



- CARES Kits are currently available to HC students at the Library Learning Hub, Bookstore, Cashier’s Office, Welcome Center, and the Airport Campus.

Helena College Community Course Offering

At Helena College, we understand the power of knowledge and our role in providing “access to and support of high quality lifelong educational opportunities for our diverse community.” It is in this commitment to our mission that we are launching a free online course to help provide our campus, and the larger Helena community, with tools to navigate the complex issues surrounding race, inequality, and privilege. Understanding Anti-Black Racism and the Limits of Allyship is a self-paced four-week course that will examine the historical legacies of anti-black racism in the United States to help contextualize the current racial justice movements taking place across the country. Topics covered include anti-Black racism, structural/institutional racism, white privilege, protest versus riot, the limits of allyship, and more. Class starts Tuesday, September 8, 2020.