

Date: April 2021

To: Board of Regents

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

Subject: Campus Report for May 2021 Board of Regents Meeting

Airport Campus

- The Computer-Aided Manufacturing area is adding a new HAAS Mini Mill and three upright vertical manual mills to upgrade current equipment.
- The Fire and Emergency Services A.S. Degree has been through all levels of approval and will be offered to students next fall. There has already been a lot of interest in the program and we look forward to a full cohort of students.
- Helena College is adding a CAS in Automotive Technology and this program will be offered next fall as a standalone or stackable credential to the already existing AAS in Automotive Technology.
- Automotive Instructor, Jerry Stewart, has completed the majority of the curriculum and video for the new Hybrid Technology Program for Technicians and we hope the program will be offered this summer. This project was funded through a GEER award.
- Helena College is planning on hosting another welding rodeo in the fall for local high schools to compete. We plan on expanding the event to include more high school students. More details to come! (Dependent on current health guidelines.)

General Education

- Students at HC have been working on a mural designed by the Art Instructor Seth Roby. The mural features landmarks of the city of Helena in a graphic 5-point perspective composition. The mural is close to completion and can be seen near the Student Center on the Donaldson Campus.



- The annual Helena College Showcase wrapped up this weekend with artwork coming down. Several pieces were purchased by viewers and ASHC who are donating the work back to the campus for permanent display. The showcase this year grew in size and support with scholarships given to winners that were selected by a committee and students. A list of the winners and their works is provided below.
 - 1st Place: \$500 Scholarship, Vinessa Sanford, *Anaphylaxis*
 - 2nd Place: \$300 Scholarship, Ciarra Apodaca, *Worlds Collide*
 - 3rd Place: \$150 Scholarship, Amber Moon Peterson, *Vulnerable Strong*
 - Honorable Mention - \$125 Scholarship, Rebecca Wells, *Solitude*
 - Student Choice-\$100 Scholarship, Rebecca Wells, *High Ground*
 - Mini Competition- XBOX, Anna Lowe, *Look at My Bee and Try to Be Mad*
- Guided Pathways was a primary focus for AY 2020-2021 and work on academic pathways resulted in two types of pathways for students:
 - Academic Pathways: pathways designed for employment or transfer; students enter the transfer institution at a junior level, usually articulated.
 - Jumpstart Pathways: pathways designed to give students a clear path to a program and transfer institution; students can take courses required for the degree at Helena College before transferring. Pathways will give students a jumpstart on their degree, non-articulated, and students may not enter the transfer institution as juniors.
 - Work will continue next year as we continue to create and solidify transfer pathways for Helena College students.

Student Affairs

- A new Director of Student Life has been hired and will start on July 1, 2021. This is a new position that will be able to better serve the needs of our students in a variety of ways including the associated student government body, advocating for, and assisting students.
- Employees can utilize SafeColleges for training for FERPA, Sexual Assault/Harassment Awareness, Clery Act, and Supervisor training.

Community Education Center

- Workforce Development
 - The Helena College Community Education Center is working with Montana Business Assistance Connection and the MSU Extension Agency to develop and deliver a remote worker training program series to train Montana's remote workers on how to utilize products, software, and gain employment.
- Testing Services
 - Currently conducting Metro Testing for the Department of Agriculture.
 - Continuing to work to provide ACT Work Keys Testing. Working with Highlands College Lineman students to proctor exams and American Jobs for American Youth to proctor the apprentice students in Work Keys.

- Working with various state agencies and local businesses to provide boilermaker and elevator testing.
- The ability to conduct the practical portion of CDL Testing with allocated funding through the GEERS grant is almost completed in partnership with MVD and the DOJ.
- Continuing Education
 - Offering a summer CDL Class for the first time based on high demand. We will continue to offer the course in the evenings for those who are working, seeking to boost their career, or are underemployed.
 - Will offer a Physical Therapy Assistant program along with a Pharmacy Technician Program in the fall. Continuing Education is currently offering Phlebotomy and Certified Medical Assistant courses.
 - Promoting our online Medical Billing and Coding courses due to an increased demand for this training.
 - In the process of developing an Emergency Medical Technician and Advanced Emergency Medical Technician training based on community demand.
 - Offering Certified QuickBooks training through the Small Business Development Center in partnership with the Montana Department of Transportation Disadvantaged Business Enterprise and Small Business Enterprise program.
 - Promoting an online Peer Support Specialist class and seeking recognition as a certified program for licensing through the State Board.
- Community Engagement
 - Through the Small Business Development Center, we are partnering with Ascent Bank to deliver training to local business owners in the community.
 - The Community Education Center continues to work with the Joining Community Forces local and statewide programs to offer resources to local veterans for job training, entrepreneurship, and employment resources.

eLearning and Faculty Development

- The Graduation ceremonies at the Airport and the Donaldson campuses will be live-streamed so students can share their joyful moments with their family members or friends who cannot attend in person.
- HC is partnering with Great Falls College to arrange a HyFlex training for the faculty in May. The one-week, the five-session workshop provides faculty and support staff with information, examples, and application activities associated with designing, developing, and implementing a Hybrid-Flexible (HyFlex) course. The presenter is [Dr. Brian Beatty from San Francisco State University](#).
- Starting in the fall, HC courses will be offered in seven different delivery methods:
 - Online (**O**), HyFlex (**H**), Blended (**B**), Face to Face (**#**), Virtual (**V**), Virtual Blended (**VB**) Virtual Face-to-Face (**VF**)
- HC strives to provide course options to support our students through open access and by removing the barriers students face related to time and place. An [HC Course Format Advising Guide](#) has been created to explain each course delivery method. The advising guide will be shared with students, advisors, and faculty.

Diversity, Equity, Inclusion

- The Chosen Name Pilot program is finishing its first semester. Feedback from student participants demonstrates that the pilot has been successful in its goals for this first phase. The committee will be advertising for more student participants for the upcoming summer and fall semesters.
- The first student and employee campus climate surveys were administered at the beginning of the spring semester. The surveys were open for three weeks and the response rate for both surveys was over 20%. The Diversity and Inclusion committee is busy working on summarizing the results and producing a list of recommendations for the institution that will be published to the campus by the end of the academic year.
- Chief Diversity Officer, Kimberly Feig, has connected multiple times over the semester with Carroll College's Diversity Task Force to share resources and ideas across the two institutions, in addition to discussing partnering on future events and programs.

Enrollment

- The transition to the application portal has provided an increase in applications for the fall 2021 semester. Overall applications are up by 63%, but the number of applicants completing is lagging. A communication plan has been developed for the applicants.
- Advising and registration for the fall 2021 semester have begun. We have made changes to our onboarding process to provide consistent communication throughout the summer. We will be sending out information on student life, financial aid, and academic tips throughout the summer.
- We will be hosting a Grad Walk for our commencement ceremony. This is a socially distanced event that allows students to walk through the ceremony with their guests. They will receive their diploma cover, alumni swag, and have plenty of great photo options.

Facilities

- This summer, Helena College will be remodeling and reconfiguring the current Student Center, Campus Store, and part of the fire/rescue bay on the Donaldson campus. The result will be a more comfortable and versatile student center with expansion that will accommodate various student activities including a planned eSports arena.
- The project will provide more space and functionality for ASHC in the form of more administrative space and a student gathering hall.
- The Campus Store will be modified to provide essential student supplies as well as "grab and go" food which can then be prepared at the new microwave counter.
- Construction will begin right after graduation ceremonies to ensure completion before the fall semester start.

Financial Aid

- The 2021-2022 FAFSA submissions have been running approximately 5 – 7% higher than the 2020-2021 FAFSA submissions as compared to this time last year.
- Recently hired a Grant & Loan Officer to fill a position that has been vacant for the last 7 months.
- Disbursed over \$602,000 in Higher Education Emergency Relief Fund grant monies since May of 2020.

- Over \$32,000 in emergency Supplemental Educational Opportunity Grant has been disbursed during that same time.
- Students have been reluctant to take advantage of work-study job opportunities this academic year. This may be due to the low unemployment rates mixed with COVID-19 restrictions and fears.
- A weekly Financial Aid Friday's Newsletter has been created and distributed to student emails for the last couple of months. This announces everything from scholarship opportunities, work-study job openings, loan exit counseling requirements for graduates, and the availability of emergency grant monies, as well as a request to have their financial situation re-evaluated.

Information Technology

- Helena College will be installing a new Internet clock system into our classrooms and most common areas in our campus buildings. The system is called EverAlert.
Some of the features of the EverAlert system are:
 - Campus-wide synchronized time display
 - Digital messaging
 - Emergency notifications

K-12 Partnerships

- This is the second year that HC Dual Enrollment is offering the Helena College STARS scholarship. The scholarships are awarded based on nominations from high school counselors and teachers at our area high schools: Capital, Helena, PAL, Jefferson, and Broadwater. Students must have completed at least 1 dual enrollment class to be nominated. Each scholarship awarded is \$2,000, disbursed at \$500/semester for up to four semesters. Student nominations are being reviewed and selected students will be notified in May.
- Five Helena College faculty members have offered to be part of a summer workgroup to focus on the dual credit assessment and alignment process.
- Work continues on a Moodle course for dual enrollment teachers. It will be an important onboarding course for new teachers and a valuable engagement tool for returning teachers.
- Interest in summer and fall classes among high school students is strong. The Director of K-12 Partnerships is meeting with students and families each week to discuss class options.
- Plans are underway for the first cohort of students to participate in the "Humanities Thorough Film Summer Bridge Program" funded by the National Endowment for the Humanities. The summer bridge program will take place on August 9-13 & 16-20 on the Donaldson Campus. High school juniors and seniors as well as recent high school graduates can apply on the Helena College website. All applications are due by June 18. Students will receive lunches, and a stipend, and will create a documentary film. This summer will explore the history, art, writings, and cultural impacts of the 1918 Spanish Flu and COVID-19 pandemics in Montana.

Library Learning Hub

- The Library Learning Hub (LLH) supports ten part-time professional tutors who are available in support of curriculum. There are embedded tutors in twenty-seven classes; this promotes introduction and access to tutors and enables improved tutor communication with faculty. Tutoring is available to all students online in Teams and onsite in the Hub. Students also have access to TutorMe, a 24/7 online tutoring service.
- Combination of services and renovation:
 - In Phase 1, the summer of 2019, we combined tutoring, academic coaching and library services to create the Library Learning Hub, allowing students to find supplemental teaching and learning in one location.
 - Phase 2 will take place this summer. Changes will be made in response to a Library survey taken by 200+ students and faculty in spring 2018. It will enable more quiet study in one side of the space, three group study rooms, and flexible open study spaces in the other side of the area. Flexible study furniture will be added and study pods and carrels will move to create the quiet study space. A glass wall will replace the solid wall between the two rooms to enable monitoring and services from one service desk for both rooms.

Nursing Department

- Sixteen RN students will graduate this May. Nursing will host a Roving Pinning Ceremony, where the student and a few family members will progress through social distanced activities allowing their family to participate and celebrate with each nurse as they receive their nursing pin.
- Application process for RN fall start is underway. We will accept 16 RN students for Fall 2021.
- Acting Nursing Director continues to work with Bitterroot College on the GEERs LPN program which will take first applications next fall for Spring 2022 entry into the program.
- The department is looking to fill a full-time faculty position, as well as several adjunct and clinical resource nurse positions.

TRIO SSS & MT 10

- TRIO SSS and MT 10 are now offering their services in variety of formats. New services being explored include:
 - Virtual study hall on Sunday evening in connection with the Library Learning Hub,
 - Virtual pet therapy program in collaboration with Carroll College's Anthrozoology Program,
 - Development of a career pathway in collaboration with the Community Education Center and the HC Career Coordinator
 - Currently TRIO SSS added Grad Ready. It is a service to provide students with an additional resource for financial literacy.
- Helena College is proud to announce that a new 2021-2022 cohort of MT 10 students is being recruited. This additional cohort will allow for more students to receive the extensive and innovated services provided by this program.

Wellness and Mental Health

- This April, Helena College participated in the National College Health Assessment sponsored by the American College Health Association. Over 10% of the student body participated.
- The acting Director of Wellness has been working with two NASPA grants: Healthy College of MT and Culture of Respect.
- Wellness working on the implementation of Thriving Campus, You@College, and Kognito, sponsored by the MUS Suicide Prevention & Mental Health Task Force.
- TRIO, Wellness, the HC community, and Helena Food Share have teamed up to offer a food and hygiene shelf located on campus for all.