

**Saint Paul College**  
**President's Advisory Council Meeting Minutes**  
**Thursday, November 9, 2017**  
**4:00-6:00pm**  
**Conference Room #1514**

**Present:** David Berg, Audrey Bergengren, June Berkowitz, Dan Cherryhomes, Rassoul Dastmozd, Emmanuel Donaby, Jean Echternacht, Paul Huot, Laura King, Theresa Malone, Representative Rena Moran, Amethyst O'Connell, Mary Rothchild, Najam Saeed, Rachelle Schmidt, Scott Wilson, Tracy Wilson, and Autumn Zehren.

**Absent:** Gaye Adams Massey, Cecile Bedor, Dan Bostrom, Greg Buck, Joe Kroger, Lee Kruger, Ryan O'Connor, Jon Peterson, Pat Ryan, Erica Schumacher, Mindy Travers, and George Watson.

**Phoned in:** Nate Keith and Don Mullin.

**Guests:** Tarah Bjorklund, Penny Starkey, and Candace Robinson.

**Review and Approval of September 21 Meeting Minutes**

A motion was made by Mr. Berg to approve the September 21 meeting minutes as written. The motion was seconded by Ms. Berkowitz. *The motion passed.*

**Review and Approval of Meeting Agenda**

A motion was made by Mr. Cherryhomes to approve the meeting agenda with flexibility. The motion was seconded by Ms. Zehren. *The motion passed.*

**Review of Current Membership List**

President Dastmozd explained that a potential replacement for Mr. Bernie Hesse's seat on the Council has come forward and submitted her name for approval. Ms. Jennifer Christensen, President of UFCW Local 1189, will be sending her resume to the nominating committee for review. President Dastmozd clarified that at the January meeting the nomination committee will bring forward their recommendation.

Additionally, President Dastmozd added that he will bring forward a nomination to nominating committee for Ms. Hargett's seat who is currently a Vice President at Thor Construction Company.

**State of the College – President Dastmozd**

1. House Capital Bonding Tour-The College hosted the House 2018 Capital Bonding Tour on October 11. President Dastmozd presented Saint Paul College Innovation and Academic Excellence project
2. MMB Presentation about Minnesota State Capital Bonding Bill-President Dastmozd and Interim Chancellor of Minnesota State along with Finance and Facilities Team presented Minnesota State met with MMB Commissioner and his team from MMB as well as representatives from Governor's Office to present the Capital Bonding request for Minnesota State.
3. Supplemental Budget Ask-Minnesota State will be submitting a supplemental Budget, requesting \$10 Million to be added to base budget and \$8.5 Million for the ERP/ISRS replacement. The \$10 Million ask will cover expenses associated with the Inflationary cost as well as program cost, and

compensations. The \$8.5 Million ask will cover the shortfall in funding for the ISRS/Next gen project.

4. Students Presentation in Washington DC, ATE Conference-Two STEM Faculty and three students who are taking Science Technician program made three presentations in ATE conference in Washington DC in October. These students presented their research which is funded as part of NSF Funded Mentor Connect program.
5. Katie Plan-Saint Paul College will be signing a joint admission plan with St. Katherine University, called Katie Plan. Katie Plan is similar to Auggie Plan and Metro Connect Plan, which promotes access to four-year degree options for Saint Paul College students.
6. Presbyterian Clergy Group Visit-The College hosted 30 men and women of faith on campus to discuss partnerships with community based organization to promote access to higher education to our community constituents traditionally under-served by higher education.
7. Wallin Educational Partners-Saint Paul College will be pursuing partnership with the Wallin Educational Partners to secure scholarships for our students.
8. Navigate MN Gala-The College hosted Navigate MN Gala. Navigate MN is an advocacy group that provides legal counsel to immigrants and new Americans about immigration policies and law.
9. Partnership with Humphrey Institute Scholars-Saint Paul College is exploring opportunities to host Humphrey Institute Scholars who would partner with Saint Paul College students to promote service learning and global education.
10. New Grants
  - Thrivent (\$371K for Trading Up 2.0)-Thrivent funded two years of a three-years funding request to fund pathways for Construction, IT, Manufacturing, Transportation occupational clusters and to promote economic mobility.
  - Extended Three Year Commitment for POY and Make It Count, totaling \$150K total. A private donor has renewed their commitment to support the Power of You and Make It Count programs at the College by funding support services, scholarships, and emergency funds.
  - Department of Justice Grant. Saint Paul College received \$300K from Department of Justice to fund sexual violence prevention training for Saint Paul College community.

### **Summer Scholars Academy Presentation – Ms. Tarah Bjorklund**

Ms. Bjorklund, Director of Admissions, Registration, and Records, joined the meeting to give a presentation on the 2017 Summer Scholars Academy. She explained that the program, which launched mid-July, is an alternative way for students who placed into developmental courses to, upon completion, place into higher level courses. She shared that the 43 students who took advantage of the program saved approximately \$32,000 of tuition, eliminated 1-3 semesters of coursework, and of the 43 students – 39 registered for Fall Semester. To view the entire presentation click [here](#).

### **New Academic Program – Surgical Technician Update and Lab Tour – Dr. Brendan Ashby**

Dr. Ashby gave a tour of the new Surgical Technician Lab where students can earn their Surgical Technology Associate of Applied Science (AAS) degree. Dr. Ashby explained that most graduates go on to work in hospitals and surgery centers and added that employment of surgical technologists is projected to grow 15% from 2014 to 2024.

### **Academic Affairs Update – President Dastmozd**

President Dastmozd shared that Dr. Kristen Raney and her department are working on the updating the Academic Master Plan that will support the various new programs around campus. They are at the very beginning stages and will continue to work on the updates throughout the year.

**Student Affairs Update- Dr. Laura King**

Dr. King announced that enrollment for Spring 2018 is up 2.2% from this time last year. She praised the efforts of the enrollment staff and recruiters for reaching out to new students as well as faculty for encouraging current students to preregister. Dr. King also shared that she and Cabinet members are working diligently on our AQIP system portfolio to maintain accreditation with the Higher Learning Commission (HLC). She explained that Saint Paul College portfolio will be due January 18, 2018 and that the College will have a site visit and review April of 2019.

**Marketing/Communication/Recruitment Update – Ms. Audrey Bergengren**

Ms. Bergengren explained that the recruitment team has been extremely busy the past couple of weeks with over 7 information sessions and preparing for the successful November open house. She shared that there were over 400 people on campus for the event with 262 of them being prospective students.

**Finance and Facilities- Ms. Scott Wilson**

Mr. Wilson shared that he is working closely with President Dastmozd and the physical plant director, Mr. Dan Kirk, to complete the Comprehensive Facilities Master Plan. He explained that there were numerous proposals submitted and that they will be meeting with three companies next week for interviews.

Mr. Wilson also announced that the College has hired an Event Coordinator, Mr. Garrett Stewart. Mr. Stewart started on November 6 and will be responsible for coordinating meetings and special events for internal as well as external guests of the College.

**Foundation Update – President Dastmozd**

President Dastmozd shared that he is in the process of making an offer to the top candidate for the Executive Director position. He is hopeful that the new ED will start sometime mid-December. President Dastmozd also reminded everyone that there are a limited number of tickets available to the annual Scholarship Gala on December 7.

**IT Update – Mr. Najam Saeed**

Mr. Saeed shared a presentation that detailed the two main security programs, Palo Alto and Barracuda, that are used by the IT department to deter web and email threats such as viruses, malicious website, illegal streaming, and phishing attacks. Since August 21 the Barracuda program has blocked over 1.3 million spam messages and Palo Alto has blocked over 65,000 threats to the College's email, phone, and server systems. To view the entire presentation, click [here](#).

**Human Resources Update – Ms. Rachelle Schmidt**

Ms. Schmidt and the Human Resources team is busy filling vacant positions. She shared that Ms. Nichole Sorenson has accepted the Dean of Institutional Research Planning, and Grant position and will be starting November 15. Ms. Schmidt also noted that an offer has been made for the Dean of Student Success position and she is hopeful the candidate will start late November or early December.

Minutes taken and submitted by: Margaret Soukup