

General Advisory Committee Meeting
Thursday, January 19, 2012
Conference Room 3320

Present: Craig Anderson, Kay Baker, David Berg, Dan Bostrom, Rassoul Dastmozd, Emmanuel Donaby, Shaan Hamilton, Bernie Hesse, Paul Huot, Marilyn Krasowski, Lorrie Louder, Christina McCoy, Jean Ness, Dorothy Richburg, Najam Saeed, Laura Savin, Rachelle Schmidt, Ed Schones, Kim Stecher

Absent: Karl Benson

Excused: Cecile Bedor, John Brodrick, Traci Gauer, Lea Hargett, Nancy Jacobsen, Harry Melander, Erin Murphy

Chair Kim Stecher called the meeting to order at 4:07pm.

Approval of Agenda

A motion was made and seconded to approve the agenda. The motion carried.

Approval of Minutes

A motion was made and seconded to approve the November 17, 2012 minutes as written. The motion carried.

Open Positions 2012-13 –Kim Stecher

Four General Advisory members' terms of office will expire on July 1, 2012. There are five open positions and the secretary position that need to be filled. Kim Stecher asked for volunteers to serve with her on a nominating committee. The following GAC members volunteered:

David Berg

Christina McCoy

Kay Baker

Dorothy Richburg

John Brodrick (was nominated to serve but not present at this meeting)

The subcommittee will meet and submit names of candidates by June of 2012. Candidates will be interviewed by Kim and President Dastmozd.

General Discussion

Paul Huot serves as the President of the Minnesota Precision Manufacturing Association. It has an educational subcommittee that the College may want to have representative on.

Kay Baker attended a meeting that Senator Klobuchar and President Kopischke from Alexandria College were at. Kay was impressed with the high placement rate Alexandria has. She asked if the Rassoul has met with Senator Klobuchar and what our College placement rate was. Rassoul indicated that Senator Klobuchar has toured our College and that he has met with her district manager and discussed education. Saint Paul College's placement rate is 86%.

Paul Huot indicated that Alexandria and St. Cloud business communities are very involved in the local colleges. Rassoul indicated he is working toward rejuvenating the College's program advisory committees. He has asked each advisory board to recruit one new member.

David Berg reminded everyone how important it is for General Advisory Committee members to support the College as best as they can. Members should attend as many functions as possible.

Randy Bailey announced that the MSCSA Regional Governing Council will be meeting at Saint Paul College on Friday, January 20th and MSCSA Advocacy Days is on February 15-16.

Chair Report – Kim Stecher

There was no report.

College President Report – President Rassoul Dastmozd

New Cabinet Members:

Rassoul introduced two new cabinet members, Mr. Najam Saeed and Ms. Laura Savin. Najam is the Chief Information Officer for the College and Laura is the Executive Director, Foundation and Alumni Relation. Najam and Laura gave a brief description on their past and present experiences.

State of the College:

The General Advisory Committee website is scheduled to be completed and launched by the end of February. A link to the website will be on the front page of the College website. The website will include a brief bio and a picture of General Advisory Committee members.

A calendar of events is also being developed and will be viewable from a link on the front page of the College website.

At the last meeting it was suggested the College look at targeted marketing. Once the new Marketing Director is hired, this person will review the College's targeted marketing plan.

The College parking lot was open for parking at the Red Bull event. It charge \$20, which was comparable, if not less expensive, than other local lots.

The Health Sciences predesign request has made the Governor's Capital Bonding bill. It is ranked #9.

The College experienced 2.3% enrollment growth for fall semester and approximately 5% growth for spring semester. Other MnSCU metro area colleges have experienced a negative growth for spring semester.

Faculty Presentation – Jennifer Anglin

Ms. Anglin is an instructor in the Medical Offices and Health Information Technology Program. Students are given the opportunity to work in a virtual lab through specific software. In fall of 2012, the program will begin using ICD 10 procedure codes which will take coding to a new level. The new coding system is very detailed and complex. Health Information Technology is one of the 20 fastest growing occupations with starting wages of \$17.85-\$25.00 per hour. It is anticipated there will be 50,000 plus jobs openings by 2015.

Discussion and comments:

Lori Louder asked if the College has a business plan to continue maintaining its edge. Jennifer indicated it does as she is very connected to industry and therefore she is in a position to apply current business practice into the program. Jennifer is learning informatics programming which will enable her to teach this in the program.

Kay Baker asked how we are recruiting students and from where we attract students. Jennifer replied the age demographics of the students are 22-40 years and many are dislocated workers in addition to many others who are interested in this field of health care.

Kim Stecher asked if the College's program fits into the University of Minnesota program. Jennifer indicated that after successful completion of the program, students can transition into the University of Minnesota. Progression is being looked at with Winona State University and a two- year MA program which bypasses the BA.

Student Presentation – Frezgi Hiskias

Mr. Hiskias immigrated from Enitrea. He is one of nine children and lived the traditional life of a shepherd. At age of 13 he was struck by lightning, which resulted in significant damage to his body. He came to Minnesota for medical care and stayed in Minnesota. Mr. Hiskias went on to complete his GED; a Health Wellness degree from the University of Minnesota; a Practical Nursing diploma from Saint Paul College; and an AD Nursing degree from Century College. He now works as a hospice nurse at our Lady of Peace Home and has a patient load of 200 plus terminally ill patients each year. Mr. Hiskias serves on the College's Practical Nursing Program Advisory Committee. He is willing to assist nursing students to be successful in the program.

Agenda Format

Rassoul explained the new agenda format to the General Advisory Committee agenda. Agenda items will be established following the President's goals column and will support a MnSCU Strategic Framework goal. Yellow highlighted items will be reviewed at today's meeting and the remainder of the agenda items at the March meeting.

GAC Agenda 6E- Rassoul Dastmozd

Action steps to support the second fall persistence and completion rate for underrepresented, full-time undergraduate students.

This year the President's goal is to obtain second year fall completion rate of 59% for underrepresented, full-time undergraduate students for students starting fall of 2010. Course retention rate is ~80%; 2nd year program level fill rate is between 60-65%. Every 1% increase in enrollment is a \$200,000 increase in revenue. To help meet this goal, faculty will be asked to implement one retention activity. Rassoul's action plan includes creating a new academic success coordinator position whose responsibility will be to determine why students are not completing their program.

The College began the Power of YOU program in 2006. It serves underrepresented students. The goal is to increase the number of Power of YOU students by 25 students and to also offer it to outlying areas. Power of YOU students have a 65% completion rate.

Rassoul will continue to serve as a board member for the Promise Neighborhood Advisory Committee. He continues to reach out to the community and to seek community partnerships. Since the November meeting Rassoul has met with:

Paul Verrett, Andersen Foundation
Principal Somalia Success School, Amal Abdalla
Councilmember Dan Bostrom
Former Councilmember Lee Helgen
Amanda Ziebell Finley Program Director MN
College Access Network
Busch, Bremmer and McKnight Foundation
representatives
Dan Smith, Department of Education
Representative Moran
Dr. Timothy Childs of Precision Water Technology
St. Paul Port Authority President Mr. Louis Jambois
Senator McGuire
Kristine Martin, Vice President Wilder Center for
Communities

Former Mayor George Latimer
Hector Garcia Latino Affairs Council
Elia Bruggeman, Assistant Commissioner of
Education (Minnesota)
Commissioner Mark Phillips & Mr. Sudhir Singh
President of St. Paul Chamber Commerce, Matt
Kramer
Representative Hausman
PIQE – Eleanor Coleman
Principal Vang of Jackson Magnet School
President & CEO Latino Economic Development
Center, Ramon Leon

Rassoul has attended:

College Application Party (Melvin Carter
Martin Luther King event at Minneapolis
Community College
St. Paul Builders Trades and St. Paul Area Chamber
Commerce Holiday Open House
Open House at Health Partners Institute for Medical
Education
Toured & met with Billy Collins YWCA
Karen Organization New Year Speaker
Wilder Foundation Speaker

John Brandenburger scholarship fundraiser
Senate Capital Investment Tour
Pinning Ceremony for LPN
Watchmaking Graduation Ceremony
MSCSA Annual Leadership Dinner
Promise Neighborhood Retreat
Participated on an MPR panel for the Keri Miller
show.

GAC Agenda 6F – Rassoul Dastmozd

Saint Paul College will offer one or more joint baccalaureate degrees onsite at Saint Paul College in Spring 2012.

On February 22, 2012 a meeting has been set up with Minnesota State University-Mankato to discuss partnerships which would allow our student students to complete a four-year degree manufacturing and engineering technology degree through Mankato State on our campus. The College has articulation agreements in place with Augsburg College and St. Mary's University. More information will be provided at the March General Advisory meeting.

GAC Agenda 6G – Marilyn Krasowski

Attain a Reaffirmation recommendation for continued accreditation through the Higher Learning Commission in FY2013

Every five years the College has to reaffirm its mission, vision and values with the MnSCU Board of Trustees. The College will measure and document data from external and internal stakeholders via a survey to reaffirm the mission, vision and values of the College. Stakeholders will be sent a short 11 question electronic survey to complete which will provide data regarding the mission, vision and values. The results will be tallied to support the mission, vision and values of the college.

The AQIP quality checkup visit is scheduled for April 18-20. Two on-site evaluators will be conducting the checkup. Both evaluators are from four-year universities. The College has been validating its continuous improvement process and updating its portfolio by incorporating the most recent data. The portfolio is on the College's website and is available to the public.

The Campus Climate Survey results have been received and the executive summary has been emailed to the General Advisory Committee. Saint Paul College received a high rating in most areas of the survey. This is a significant source of data in our quest for continuous quality improvement.

GAC Agenda 6J – Shaan Hamilton

Increase revenue and/or reduce costs to offset the 11% projected reduction in state allocations for the FY2012 and FY2013 fiscal budget years.

Shaan provided an update about the budget alignment process and feedback from the College community. The College has received a state allocation reduction of almost 12% reduction resulting in \$1.3million less revenue. He reviewed the budget process timelines. The College community has been given the opportunity to give suggestions and feedback on possible cost savings or revenue generating activities. Each idea will be analyzed using a business and financial plan to determine its viability. Several ideas suggested increasing revenues by expanding services offering. Shaan states that the College is a public institution and therefore cannot be in direct competition with the private sector. Further information showing all the ideas submitted is available on the College's website.

Discussion and comments:

Kim Stecher suggested asking business classes to put together cost savings plans and offer students, whose suggestions get implemented, a stipend to use towards tuition for the following semester.

It was asked if offering baccalaureate degrees at Saint Paul would generate revenue and Shaan indicated there would be some rent and services fees.

Rassoul indicated he has told the students that the College would be below the maximum 4% increase in tuition. The College needs to be more efficient, such as possible implementing shared services. The Administrative Team is going through reorganization. Other colleges, comparable in size, have 34 administrators. Our College has 15 administrators.

It was asked if MnSCU has had any discussions with other colleges that are at their maximum space utilization and needs space at low enrollment campuses. Rassoul indicated there has been some discussion; however, rural space would be difficult for metro colleges to use.

Paul Huot suggested renting out the facilities and parking areas to bring in more revenue.

Rassoul indicated some technical program faculty members have offered extra sections during the evening, which is bringing in additional revenue.

Shaan stated the College grossed about \$12,000 in parking revenue from the Red Bull event.

Rassoul indicated that faculty members have been informed that there will be no faculty layoffs for next year. The College is working with low enrollment program faculty to find out what needs to be done to increase their enrollment.

Adjournment

A motion was made and seconded to adjourn. The motion carried and the meeting adjourned at 6:00pm.

Respectfully submitted by:
June Schifsky