

President's Advisory Council
Thursday, September 19, 2013

Present: Kay Baker, Karl Benson, David Berg, Sarah Carrico, Dan Bostrom, John Brodrick, Greg Buck, Rassoul Dastmozd, Emmanuel Donaby, Darlene Fry, Shaan Hamilton, Bernie Hesse, Allan Ige, Nancy Jacobsen, Nate Keith, Joseph Kroeger, Lorrie Louder, Thomas Matos, Theresa Malone, Heather McGannon, Harry Melander, Jean Ness, Laura Savin, Anthony Sawyer, Rachelle Schmidt, Ed Schones, Erica Schumacher, and Diane Vertin

Excused: Cecile Bedor, Paul Huot, Christina McCoy, Rena Moran, and Kim Stecher

Absent: Jean Dunn, Lea Hargett, and George Watson

Guests: Dr. Ayesha Shariff and Jessica Hensely

Chairperson Lorrie Louder called the meeting to order at 4:00pm.

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 May 23, 2013 minutes as written. *The motion carried.*

Introduction of New President's Advisory Council Members – Lorrie Louder

During the summer a vote was taken, via email, approving three new President's Advisory Council members and the 2013-14 officers. New President's Advisory Council members are Representative Rena Moran, Ms. Theresa Malone, and Mr. Nate Keith. The 2013-14 officers are Ms. Lorrie Louder (Chair), Mr. Gregory Buck (Vice-Chair), and Mr. Emmanuel Donaby (Secretary).

Mr. Anthony Sawyer will serve as the student representative on the President's Advisory Council. Anthony will assist in outreach with the legislators regarding student activities at Saint Paul College. He will replace Ms. Phoua Kong who has graduated and is now attending Stanford University.

President Dastmozd introduced the new Vice President of Academic Affairs, Dr. Diane Vertin. Diane comes from Wisconsin Indianhead Technical College (WITC) where she served as Vice President of Academic Affairs.

Review/Approval of By-Laws – Lorrie Louder

A motion was made and seconded to approve the 2013-14 by-laws. *The motion carried.*

Review/Approval of 2014 Meeting Dates – Lorrie Louder

A motion was made and seconded to approve the 2014 meeting dates. *The motion carried.*

Meeting dates for 2014 are:

January 23, 2014

May 8, 2014

November 20, 2014

March 27, 2014

September 25, 2014

Meeting Time: 4:00pm-5:30pm in Conference Room 3320.

Faculty Presentation – Dr. Ayesha Shariff

Dr. Ayesha Shariff is a history instructor and Phi Theta Kappa and Honors advisor. Dr. Shariff gave an overview of the honors program at the College. The honors program was implemented fall semester 2013 and offers an enhanced learning opportunity to students who demonstrate advanced capabilities. This fall the College offered a history honors course and for spring semester will offer honor courses in economics, speech, and biology. Students in the Honors program receive an H next to their grade to designate it is an honors course.

Student Presentation - Jessica Henseley

Jessica is taking the History honors course. She enjoys doing research at the Minnesota Historical Society History Center library and having a smaller class size of 18 students maximum. The smaller class size enables the instructor to take students to metro area historical sites such as: the James J. Hill House, Capitol, and Summit Avenue.

Questions:

Is the entire class an honors class or is it a regular history class with additional curriculum added?
Dr. Shariff replied that the entire class is an honors class.

Could the class be misconstrued to be an advanced level history class? Dr. Shariff replied no, that the class follows honor program models that other MnSCU colleges use such as Century, Normandale, Hennepin Community & Technical College, and Anoka Ramsey.

What is the advantage in taking honors classes? Dr. Shariff replied there is no difference relating to transfer; however, it does indicate to a four-year college or an employer that the student did a higher level of coursework. All four-year Colleges offer honors programs.

State of the College

College Priorities for 2013-2014, AQIP and Legislative Funding – President Dastmozd

For the second time in a row, Saint Paul College has been ranked the #1 Community College by the Washington Monthly Magazine in the U.S.

This evening at 7:30pm the Saint Paul College Music Series is hosting the Lowry Hill Chamber Players in concert.

On Monday, September 23, 2013 from 5:00-7:00pm the Culinary Arts program will be hosting an open house. Saint Paul College alumna Sara Jones, the star of Top Chef, will conduct a cooking demonstration.

The Community Activities update is on the President's Advisory Council SharePoint portal. President Dastmozd has met with numerous non-profit agencies, community groups, business leaders and legislators. His intent is to make the community aware of Saint Paul College, who we are and what we do. Also on the President's Advisory Council SharePoint portal are the President's 2012-13 and 2013-14 work plans, exhibits, and priorities. President Dastmozd reviewed the College's priorities for 2013-14.

AQIP is the College's accreditation process. The College is working on its AQIP Systems Portfolio, which will be due to the Higher Learning Commission (HLC) on or before November 1, 2013.

The new Health and Science Alliance building is ranked number 19 on the capital bonding list. It is a multifunctional and multi-purpose building. The Minnesota Management and Budget (MMB) Committee visited and toured the College on Friday, September 13, 2013. The MMB Committee advises the Governor on capital bonding projects. It was a very positive experience. The House Capital Investment Committee will meet at Saint Paul College for tour and dinner on Tuesday, October 29, 2013.

The legislature gave MnSCU \$102.5 million; \$78 million is to be used to offset a 3% tuition increase as MnSCU colleges have a 2-year freeze in tuition; \$17 million in one-time funds has been earmarked for retaining quality faculty and staff; and the remaining \$7.3 million has been earmarked for leveraged equipment funding.

Academic Affairs – Vice President Diane Vertin

Vice President Diane Vertin is in the process of completing the College's Master Academic Plan. Her goal is to have it finalized by the end of October.

Mr. Frank Braswell has been hired as the Dean of Business, Career and Technical Education. He will be starting October 1, 2013. The Academic Deans are working on creating new programs in each of their areas. The Business, Career and Technical Education area will be working on Individualized Technical Studies, Engineering Manufacturing Technician, and Electro-Mechanical programs. This semester the Health Sciences unit implemented a Phelbotomy program and is working on developing a Pharmacy Technician AAS, Surgical Technician AAS, Clinical Medical Assistant, Physical Therapy Assistant AAS, and Gerontology Certificate programs. The Liberal Arts and STEM area are working on an AS in Geographic Information Systems, AS in CyberSecurity, AS in Science Technician, AS in Theatre, and an AS in Human Services and Family Education.

Student Development – Associate Vice President Thomas Matos and Dean Sarah Carrico

Dean Sarah Carrico gave a Fall 2013 enrollment update. The report is in the President's Advisory Council SharePoint portal. Saint Paul College has a 2.6% increase in enrollment and is one of three MnSCU institutions that has positive enrollment growth.

Questions and comments:

PSEO Enrollment increased 80% from fall 2012 to fall 2013. It was asked what contributed to this increase. Dean Carrico believes it may have partially been due to word getting out in the Community that Saint Paul College is also a community college.

It was asked whether the Dream Act has played a part in the increased enrollment. Dean Carrico responded that the College has enrolled a few students because of the Dream Act. Other factors relating to our increase in enrollment may have been that we have a Hispanic recruiter, low tuition and fees, lower markup in the bookstore, and students can eat for under \$5 in our cafeteria. Pell dollars will pay for 30 credits and books.

Associate Vice President Thomas Matos gave an update on Financial Aid. The College has been working on an integrated campaign to address student debt and loan default rates. Procedures put in place to help keep default rates low include; students must show proof of their GED, educating students on their responsibility to pay back loans, and a 30 day hold on loan disbursements for new students. Financial literacy workshops for students are offered at the beginning of the semester and during student success week.

Finance/Facilities Vice President Shaan Hamilton

Vice President Hamilton reported on the Capital Budget Requests for FY2014. The report is in the President's Advisory Council SharePoint portal. MnSCU has 25 bonding project priorities that have been sent to the governor and legislature. The College has three bonding projects on the MnSCU list. Number 1 on this list is HEAPR funding, which includes funds for replacement of the west tower roof, replacement and tuck-pointing of bricks on the east tower, and replacement of windows on the first floor east tower. The Culinary Arts and CNC/Machine Tool area renovation is #6 on the list, and construction dollars for the Health and Science Alliance Center building is number #19 on the list.

Hiring Resources – Chief Human Resources Officer Rachelle Schmidt

Since June of 2013 there have been 33 vacancies, of which 19 have been filled. This fall faculty and staff were given the opportunity to participate in a campus climate survey (PACE). There was a 72.2% completion rate.

Foundation – Executive Director Laura Savin

Last year the College spent \$536,385 to purchase program equipment. MnSCU received \$7 million from the legislature to be used as leveraged matching funds toward the purchase of equipment through June 30, 2015. Saint Paul College's portion of this leveraged matching fund will be \$295,000. Matching funds include cash, equipment, and in-kind donations. The Friends of Saint Paul College, Foundation will be contacting vendors and industry partners to seek donations for the matching fund. Ms. Savin will be in touch with President's Advisory Committee members to obtain referrals and business/industry contacts.

The Scholarship Fundraising dinner is Friday, December 6, 2013. The foundation is offering the opportunity for corporate sponsorships for the event. The sponsorships will offset the costs of the program, so the ticket sales and donations at the event will go directly to student scholarships.

Round Table Discussion

Allan Ige asked how the College informed students that it has been ranked the #1 Community College. President Dastmozd responded that the College announced it via press release, banners, email broadcasts, and on its website.

Lorrie Louder asked if a new building will help to grow enrollment. President Dastmozd responded, "yes," because the new building will have classrooms and science labs which are a prerequisite to new healthcare related programs.

Darlene Frye announced that Saint Paul Public Schools is launching two campaigns; (1) October is College Knowledge month and (2) Never too Late to Graduate.

Adjournment

The next President's Advisory Council meeting is Thursday, November 21, from 4:00pm-5:30pm in conference room 3320. The meeting adjourned at 5:30pm.

Respectfully submitted by:
June Schifsky