College Council
Minutes
February 3, 2023 – 2:00 p.m.

In attendance:

☒ Dr. Brent Bates, *Facilitator*	☒ Christy Admire	☐ Cameron Belmore
☒ Christine Brown	☒ Randy Crawshaw	☒ Steven Gardner, Sr.
☒ Courtney Casey	☒ Dr. Kevin Lawson	☒ Jeromy Layman
☒ Darci McFail	☒ Lisa Oesterle, *Recording Secretary*	☒ Becky Rose
☐ Bobbie Irmischer	☐ Maddie Stephan	☒ Becky Throneberry
☐ Mary Wright	☐ Hailey Zeger	

Guests: Keith Acuff, Judi Reine

Notes
Standing Agenda Items noted with (*)

Budget and Revisions *
(Keith Acuff)
	• Capital Projects
	   o Keith Acuff shared the list capital projects, the cost estimates, and the funding sources.
	• FY23 is looking good and will come in ahead of budget.
	• Tuition Comparison – SFCC tuition rates are in the middle compared to other Missouri community colleges.
	• FY 24 Budget Development –
	   o We will have $11,330,433 coming in from State if the governor's budget recommendation is approved by legislature.
	   o TRiO had more funding added to their grant
	   o Auxiliaries are performing well, but amount was underestimated
	   o Investment earnings – increased rates
	   o Keith met with every department after they had completed their program reviews and met with their deans, VP or President for a comprehensive look at their budgets. He is currently working on budget additions to see if there is anything we can add to.
	   o Keith shared scenarios of tuition increases in different percentages
	   o Dr. Bates reported that Board members agreed in a meeting last week that employee retention and recruitment is a priority.
	   o Next part of process is for ELT to go through the budget again with Keith and determine funding of priorities.

Action Required:	Communicate to your department; urge your co-workers to attend one of the Budget Forums that have been scheduled for Feb. 9th and 16th.
Person(s) Responsible:	Council Members
Deadline:	
Communication Plan:	
Vision Statement Proposal **(Brent Bates)**	Dr. Bates reported that MarComm collected feedback from faculty, staff, and some community leaders and received a lot of comments regarding a draft of the Vision Statement. A team came together to review the responses and focused on words that respondents liked and other words that they would like to see in the Vision Statement. The following is what has come out of these meetings:

	"State Fair Community College will be the communities' preferred choice, where students, faculty, and staff realize their confidence, passion, skills, and potential." Share this Vision Statement with your departments. It will be going to Board of Trustees in February for approval.
Action Required:	Share Vision Statement with your department.
Person(s) Responsible:	Council Members
Deadline:	
Communication Plan:	

Performance Data *
(Darci McFail, Judi Reine)
	• SSI Results
	  o Student Satisfaction is done every other year.
	  o Darci shared the Challenges and Strengths and pointed out that "Quality of instruction" has been a challenge all three times that we have given this survey.
	  o There is a tool to drill down a bit on the items that are Challenges.
	  o Please let Darci know if you would like her to present to your group, and let her know if she can narrow down any of the information for your purposes.
	  o Darci shared how each of the questions tie in to the HLC Criteria for accreditation.
	• Demographics – Census
	  o Judi shared the census headcount (tends to rise and fall with employment stats). Compared to other schools, we trend similarly to national trends.
	  o 39.3% take only online; 33.9% take mix of on-ground and online; and 26.8% take on-ground only
	  o 48.3% are fulltime students, and 51.7% are part-time.
	  o 36% students are male; 64% are female
	  o Median age of our students is 19.
	  o 48.1% qualified for Pell Grant; 28.2% used A+ funding.
	  o 58.7% are first generation college students
	  o Graduation rate in Fall 2021 was 62.2% ; other years are around 60%.

Action Required:	1. Send SSI Challenges and Strengths list to College Council. 2. Share with your co-workers. 3. Add to March College Council agenda and discuss any feedback received.
Person(s) Responsible:	1. Lisa 2. College Council Members 3. Lisa and College Council Members
Deadline:	
Communication Plan:	

New and Revised Policy and Regulations *
(Brent Bates)
	• Policy and Regulation Process
	  o All owners of the policies and regulations are reviewing and making sure they are up to date by the end of this calendar year. There may be more coming up through College Council this year.
	• Policy 8400 – Data Security and Retention
	  o As a result of revising Regulation 8400, Dr. Bates found other policies that need to be updated. The changes in Policy 8400 replaces the two paragraphs that we had that overlapped information.

	o Jeromy moved to approve the updated version of policy 8400; Darci seconded. Motion approved.
Action Required:	
Person(s) Responsible:	
Deadline:	
Communication Plan:	

Current Committee Report * **(Darci McFail, Brent Bates)**	• Accreditation – Darci McFail
	  o We are currently in year 4 of a 10-year accreditation cycle. This year we provide evidence that we are doing what we say we are doing. 50+ people (with different areas of expertise) on campus are working on the Five Criteria. All the writing and evidence will go to a review team of Shawn Cripe, Sherlyn Nail, and Amanda Drake. Becky Rose and Darci will then load into the Assurance System. We also have an external reviewer. First cycle is due in July. Status on criteria:
	    ▪ Criterion 1 – making revisions from reviewer.
	    ▪ Criterion 2 – just received feedback; haven't revised yet.
	    ▪ Criterion 3 and 4 – nearing of first phase to pulling more evidence.
	    ▪ 4C- has not been started (re: student services).
	    ▪ Criterion 5 – Just launched writing of it yesterday and hope to have sent off to reviewer by mid-March.
	  o Evidence is very important. There may be times there is a call to certain groups to find evidence (tangible evidence/ documentation) on certain topics.
	  o The reviewer felt that providing evidence of Diversity is going to be a problem for us. Brad Henderson has put out a request and received some good feedback.
	• Diversity, Equity, and Inclusion – Dr. Bates
	  o Last fall, the DEI group met for the first time. It was determined they needed more members and so have identified those new members, which includes students, staff, and faculty.
	  o Next meeting will be Monday Feb. 13th.

Action Required:	
Person(s) Responsible:	
Deadline:	
Communication Plan:	

Strategic and Integrated Planning * **(Darci McFail)**	• FAST Goals and TAPs
	  o Dr. Bates will send out the priorities update to campus. Darci has process that will keep FAST Goals in front of everyone and keeping progress moving. Teams have been formed and met. There are report outs at each ELT meeting from a couple of team leaders as a time.
	  o We will roll the current FAST Goals into next year. Next December is when we will roll out new FAST Goals. We have a budget planning cycle, and Dr. Bates hopes to have a more detailed document cycle with timelines. By the end of the year, we'll have a better idea.
	  o Council Members agreed that the ELT Notes are helpful to staff.

Action Required:	
Person(s) Responsible:	
Deadline:	

Communication Plan:	
Committee or Team Assignments * **(Brent Bates)**	No report.
Action Required:	
Person(s) Responsible:	
Deadline:	
Communication Plan:	
Other Items	Employee Engagement Potluck on February 14th – Sign up

Next College Council Meeting: Friday, March 3, 2023 – 1:00 p.m.