



## **MCC President's Staff Meeting Minutes**

February 27, 2023, via Web Ex

**President's Staff Present:** Dr. Curt Freed (President); Julie Beydler (Director of Human Resources); Susan Clough (Interim Director of Development); Jane Fries (Assistant to the President); Kathy Frisbie (VP of Instruction); Becky Geltz (Director of Institutional Effectiveness & Planning); Ariella Gonzales-Vondy (Director of Communications, Marketing, & Recruitment); Tracy Schneider (VP of Administration & Finance); Scott Scholes (VP of Student Services)

**Absent:** None

The meeting commenced at 10:32 a.m.

- 1) **Trades Press Release:** Curt Freed will re-work a previous press release that was not printed in the Fort Morgan Times which highlights MCC trades programs. He will include mention of the donation from Dr. Alan and Polli Dahms towards the Center for Skilled Trades and Technology building. Curt suggested not submitting the press release to the media until after one about MCC Foundation Gala results has been sent.
- 2) **Care Forward Colorado/Adult Funding Plan:** Curt Freed would like to develop a plan about how to best use the remaining CARE Forward Colorado funding, which is available until December 2024. Members of President's Staff suggested that Christiane Olivo, Kelly Rasmussen, John Prouty, Ariella Gonzales-Vondy, and the Vice Presidents be involved. Tracy Schneider noted that some of the funding can be used for advertising the program, as well. Jane Fries will coordinate a meeting time.
- 3) **Professional Development Day Overview:** Julie Beydler noted that plans have come together well for PD Day on March 3. Breakfast food will be available in Spruce 310 starting at 7:30 a.m. The meeting will commence at 8:15 a.m. with announcements. Keynote speaker Dr. Angie Paccione (Executive Director of the Colorado Department of Higher Education) will speak from 9:00-10:30 a.m., which will be followed by breakout sessions. Employees are on their own for lunch. The afternoon will include a debrief of the morning breakout sessions and a selection of work-life balance activities, concluding at 4:00 p.m. Professional Development Day is a requirement unless excused. No remote option will be available. Curt Freed expressed thanks to everyone who helped organize PD Day.
- 4) **Other:** Curt Freed suggested creating a targeted campaign including press releases over several weeks to raise awareness of the Precision Ag program. Ariella noted that she is strategizing with Bill Miller and Jessica Edington about how to promote the program. She shared that part of the strategy could be helping people understand what "Precision Agriculture" means and helping people realize that the program is about more than drones.
- 5) **President's Staff Updates:**
  - a) **Julie Beydler:**
    - i) Searches:
      - (1) The Director of Student Re-Entry position has been posted. This newly configured position combines the roles of the Return to Earn and Finish What You Started positions.
      - (2) Steven Norton has resigned from the Director of Title V role. The position will be posted soon.
      - (3) Scott Scholes is developing a new position that combines the Success Coach for the CTE Immersion Program and Manufacturing Pathways Coordinator positions.
      - (4) Scott is developing a Matriculation Specialist position.
      - (5) The college is still seeking a Director of the PTA Program.

- (6) The Accounting Technician II position is in the process of being filled.
- (7) An interview will be held for the Part Time Learning Resource Specialist.
- (8) STEM Coach applicants are being screened.
- (9) MCC is still seeking applicants for the Student Support Specialist position.
- (10) Kim Berning has submitted her resignation, which creates another Nursing Faculty vacancy.
- (11) The VPI job description is being finalized. The position will initially be posted to CCCS employees instead of doing a nationwide search. Curt Freed has met with faculty and instructional support employees to gain input in building the job description.
- ii) CCCS compliance training information has been sent to employees.
- iii) Open enrollment information will be coming out in a few weeks.

**b) Susan Clough:**

- i) Gala:
  - (1) 570 tickets were sold, and between 450 and 470 attended.
  - (2) Susan reviewed the many successes of the event and a few things that could be improved next year.
  - (3) Susan expects a gross of \$160K and a net of over \$100K, the highest ever. She will finalize the numbers over the next few weeks.
  - (4) Curt Freed suggested having sound system speakers in the back of the room.
- ii) Susan will be meeting with Tracy Schneider regarding the college's 2023-24 budget requests.
- iii) The MCC Foundation Investment Committee will be meeting to work on endowments.
- iv) The MCC Foundation has received \$3,800 in memorial gifts in honor of Bill Hinkhouse. Susan and Holly Haman-Marcum will be meeting via WebEx with Hinkhouse family members.
- v) CACE:
  - (1) The "Best of the Best" student art show opens March 2.
  - (2) Author Craig Childs will conduct a workshop and read from his works on March 9.

**c) Curt Freed:**

- i) Curt noted that he will send out an email to staff to explain the VPI search process prior to when the position is posted.
- ii) Curt will work partly from home and partly on campus as he continues to recover from hip replacement surgery.

**d) Jane Fries:**

- i) The deadline to submit nominations for student Rising Star and Inclusive Excellence Champion awards is March 6. There are currently five nominations for Rising Star awards and one for the Inclusive Excellence Champion award. Amy Carrillo has formed a committee to review and select the winners.
- ii) Jennifer Beck from Burlington has been recommended for appointment to the MCC Advisory Council, filling the vacancy created by Dawn Robards. She has worked for the Burlington Workforce Center for many years and recently assumed the role of Manager for the Eastern Regional Workforce Centers. Jane will submit material so the State Board can consider her for appointment at their March 8 meeting.
- iii) Jane is investigating five potential performing groups for the 23-24 CACE season. She noted that the Performing Arts Committee is seeking additional members.
- iv) Jane is working with Ariella Gonzales-Vondy to gather photos and bios of MCC Employees of the Year and will submit the information so the employees will receive CCCS Commitment to Excellence recognition. They will also receive NISOD Excellence Awards.

e) **Kathy Frisbie:**

- i) Kathy has been working on matters relating to Colorado Online, including connecting faculty with training resources.
- ii) Kathy is continuing work related to the Rural College Consortium.
- iii) Kathy is reviewing budget requests from faculty.
- iv) The college has been awarded \$274K through the Department of Labor/Congressional Directed Spending grant funds to purchase a SIM family for the nursing program. She noted another possible source of funding for a SIM man.
- v) Kathy expects to hear soon regarding whether the request to apply for Opportunity NOW funding will be approved. If invited to apply, the application would request grant funding to help develop a BAS in education.
- vi) Kathy is working with Jennifer Thistle on a plan for fall nursing faculty staffing.
- vii) A survey was sent to Weekend College students to obtain input on their experiences. Kathy expressed that she believes Weekend College is a worthwhile endeavor.
- viii) Kathy is working on matters relating to the AELA and CO Health Foundation grants.
- ix) Kathy submitted a Perkins grant revision.
- x) The HLC annual report is due in about a month.

f) **Becky Geltz:**

- i) Becky has been working on SURDS and IPEDS reporting. She noted that some financial aid data was revised and consequently some of last year's IPEDS Fall Enrollment survey will have to be revised to match it.
- ii) Becky is creating a data set that she can use to access information for multiple reporting needs.
- iii) Becky participated in a CDHE Data Advisory Group meeting on February 24. She noted that the meeting was very informative and included information about CDHE initiatives, upcoming data collection changes, and reports. Becky shared three slides that were discussed at the meeting. She noted that this information was presented at a legislative Joint Budget Committee meeting and sent to state-wide college presidents. She noted that some of the Data Advisory Group participants contested the validity of the data on the slides.

g) **Ariella Gonzales-Vondy:**

- i) Ariella shared that 25<sup>th</sup> Hour Communications is now providing webmaster services for MCC. She noted that they have been good to work with, and she appreciates being able to log in to track what work they have done. Some website errors relating to the Staff Directory are being addressed.
- ii) New workflows for Recruit are being developed, and will include more targeted communication to students about the programs they are interested in.
- iii) MCC Marketing staff are participating in a CCCS workgroup that is updating the student/employee portal.
- iv) Staff are working with Mile High Advertising to promote the collaborative BSN program on a billboard in the Limon region.
- v) There are some issues with the electronic sign along Barlow Road. Ariella asked people to notify her if they see the sign is not operating correctly.

h) **Tracy Schneider:**

- i) Tracy provided CCCS with requested nursing program tuition information as part of some System-wide research.
- ii) The Colorado legislative Capitol Development Committee did not recommend funding for MCC to construct a Science and Technology building. The college will revamp its program plan to include infrastructure costs. The goal is to submit a new proposal in April 2024. Until then, Curt Freed would like

to continue cultivating a relationship with members of the Capital Development Committee, including bringing them to campus.

- iii) A campus safety and security upgrade project of \$2M has been recommended for state-controlled maintenance funding.
- iv) Tracy is working on processing budget information. She is missing some auxiliary requests.
- v) Tracy and Sally Shawcroft are working on HEERF annual reporting.
- vi) Tracy will be working with Michelle Uhrick on IPEDS reporting.
- vii) Staff are continuing to work on securing new locations for the Bennett and Wray Centers.

i) **Scott Scholes:**

- i) Scott is working with Mattie Haney and Becky Geltz on ongoing challenges with IPEDS and SURDS reporting.
- ii) The Title V Director position vacated by Steven Norton should be posted soon.
- iii) The Manufacturing Pathways and CTE Immersion positions will be renamed/merged to attract more applicants.
- iv) Scott is working on the Student Services budget.

- 6) **Meeting Adjournment/Next Meeting:** The meeting adjourned at 12:21 p.m. The next President's Staff meeting date is scheduled for March 13, 2023.

Minutes by Jane Fries, Assistant to the President