Bitterroot College
University of Montana
Minutes of the Advisory Council
DRAFT

Meeting Location: Conference Room, Human Resource Council Building, 316 North 3rd Street, Hamilton
Meeting Time and Date: 3:00 PM, Wednesday, January 21, 2015
Chair: Dixie Stark
Vice Chair: Terry Berkhouse

1) Call to Order and Roll Call
   a) Reminder to Council Members to Declare any Conflict of Interest (per Bitterroot College Advisory Council
      Bylaws, Article V, Section 1) as May Arise during the Course of the Meeting
   b) Advisory Council members present: Terry Berkhouse, Kaweh Etminan-Rad, Jaime Middleton, Deb Morris, Bob
      Nicholls, Dixie Stark, and Nancy Valk; Penny Jakes present as MC Associate Dean representative
   c) Advisory Council members absent: Perry Brown, Pat Connell, and Roger Maclean
   d) BC staff present: Victoria Clark (Director)
   e) Members of the public present: Tom Engelmann (BC Adjunct Faculty), Matt Grimes (BC Adjunct Faculty), John
      Robinson (past BCP Steering Committee chairperson), and Kim Tiplady (Ravalli Early Headstart)

Discussion Summary: None.

2) Introductions
Discussion Summary: None.

3) Announcements and Documents Received
   a) July and September 2014 Minutes Approved via Email
   b) Recognition of Cancellation of November 2014 Meeting

Discussion Summary: Chair Dixie Stark reported that the minutes for July and September 2014 had been
unanimously approved via email. Kaweh Etminan-Rad questioned if this was allowable due to the Advisory
Council’s commitment to following open meeting requirements. It was decided that Director Victoria Clark should
seek UM legal counsel on this issue.

Chair Stark recognized that the November 2014 Advisory Council meeting had been cancelled due to the
passing of Advisory Council member (and former chair) Lynn Stocking on November 5 as well as the passing
of founding Bitterroot College advocate Patti Furniss (Bitterroot Job Service Manager) on November 7. The deaths
of these two women, who both profoundly influenced the establishment of the Bitterroot College, were deeply felt
by the Advisory Council membership. The loss to the Bitterroot College as a result of their deaths was palpable.

4) Public Comment
Discussion Summary: None.

5) Action Items
   a) Approval of Meeting Minutes from October 15, 2014
   b) Election of Nominating Committee for FY2016 Members – see supplemental material

Discussion Summary: The meeting minutes from October 2014 were unanimously approved. Comments on the
meeting minutes focused on the Good of the Order Section. Penny Jakes remarked that UM Dean of Students
Rhondie Voorhees had recently given a 45 minute presentation to Missoula College personnel regarding issues of
mandatory reporting of sexual assault, harassment, and domestic abuse. Also, Jakes mentioned the requirements
of the Clery Act. Stark encouraged Clark to secure Voorhees for a presentation to the Advisory Council as well as
College personnel on the topic.

For the Nominating Committee (for new members and new leadership to start July 1, 2015), the Council
approved Etminan-Rad, Jaime Middleton, and Bob Nicholls. Stark added that as a mid-term appointment to
replace member Tom Korst (Hamilton School District Superintendent), she would seek out current Stevensville
School District Superintendent David Whitesell. All assented to Stark’s action. Stark also commented that she
would seek Provost Brown’s approval for the appointment of Penny Jakes to the Council, to replace Lynn Stocking as one of the UM’s members on the Council.

6) Information Items
   a) Director’s Report – see supplemental materials
      i) Questions on Director’s Report
   b) Director’s Topic
      i) Facility Expansion
   c) EdReady Overview – Jaime Middleton

Discussion Summary: Comments on the Director’s report were limited to the addition of the 3-D Printing Program and questions about pursuing a TRiO grant. Matthew Grimes, new Bitterroot College 3-D Printing Program Coordinator, provided information on the new program. He reported that the program would include both a continuing education path and a college-credit path. Also, a fabrication laboratory (Fab Lab) would be developed in association with the new programs. Jakes suggested a potential partnership with the UM’s Blackstone Launch Pad for entrepreneurs. Jakes also introduced the Maker Space concept and suggested Grimes explore that avenue. Middleton added that Corvallis High School has a CAD program and used TinkerCAD, and that this might be another local partner link. Stark thanked the Rob and Terry Ryan Foundation for their generous donation of $100,000 to jump start the whole endeavor.

With respect to TRiO, Terry Berkhouse commented that the UM had only so many TRiO slots, and that they routinely filled them all. Jakes noted that a Missoula College student had complained to the UM Provost about an inability to access TRiO services. Berkhouse noted that the TRiO grant was on a 5-year cycle. He said that the cycle was currently turning over, and the UM was in the process of re-writing its grant. Clark was directed to continue learning about how TRiO operated.

Regarding facility expansion, Clark reported that the drafting of the lease was in progress and that she had begun to work with the City of Hamilton regarding complying with the City’s parking ordinance related to the change of use of the building. Several Advisory Council members mentioned the positive article in the Ravalli Republic about the pending move. Comments in the paper from Julie Foster (Ravalli County Economic Development Executive Director) were applauded. Clark was also asked about accommodating the present occupants of the building. Clark reported that the District’s Alternative Learning Center (high school credit-recovery program) and Ravalli Early Headstart would be remaining in the building. However, the District’s afterschool program would be relocating. Clark said she felt the College had forged collaborative relationships with all these entities.

Lastly, Middleton presented on the state’s new EdReady initiative. Middleton reported that the Washington Foundation had provided the initial funds for the initiative. She said that to date 4,000 Montana students had utilized the free, online 24/7 tutoring. She noted that EdReady was linked to the content objectives of the Montana University System’s (MUS) developmental and lower division math courses. Students could log-on, take a placement test, and then work through the objectives for a given MUS math course. The idea was to assist with college math readiness as well as to move lower division postsecondary math for some students from a “sage on the stage” format to a “guide on the side” format.

7) Work Items
   a) Annual Bylaws Review

Discussion Summary: No major changes to the Bylaws were suggested excepting the request concerning Advisory Council use of electronic voting for approval of the minutes (and potentially other action items). Clark was directed to seek out more information on this issue from UM legal counsel.

8) For the Good of the Order

Discussion Summary: Stark reported that under the new Workforce Innovation and Opportunity Act (WIOA), Adult Basic and Literacy Education (ABLE) programs would now have to identify training or college placement for their participants in order to receive Federal funding. Bob Nicholls emphasized the need for continued outreach to the community about College programs and services. He noted the UM’s School of Extended and Lifelong Learning (SELL)’s recent television advertising campaign as a successful example of outreach. Deb Morris commented that
Marcus Daly Memorial Hospital would be holding its grand opening of its new Intensive Care Unit (ICU) on Friday, January 23 and encouraged all to attend.

9) Adjournment
   Meeting adjourned at 5:00 PM.

Meeting notes subscribed and summarized by Victoria Clark