

	Comments	Area	Purpose/Outcome	Cabinet Action and Responsible	Final Decision/Action Taken
1	Requiring faculty to print class lists for attendance check for every class meeting requires two sheets of paper for every day the class meets. Could we format a single sheet or book to track attendance for multiple class meetings on a single sheet?	Programs	Efficiencies/Savings	VPASA	Will research--need clarity about the concern raised. Then will seek understanding of options to improve.
2	Consolidate current food service worker's position in store room L295 with receiving position eliminating one position.	Employee	Efficiencies/Savings	VPFF	Suggest more detailed analysis of this idea should occur. Shipping and receiving (and other facility support functions are critical to effective campus operations. Food service position duties include time consuming ordering, daily inventory management and distribution responsibilities. Those duties would appear to conflict with the timing requirements of campus wide receiving, supply distribution, varying snow removal and fork lift operating needs, etc.
3	I have noticed that every time I use the women's restrooms on the second floor in the East tower, the toilets flush non-stop while you are in the stall. They have been known to flush three times while it is in use. While water conservation may not seem like a huge cost savings, it does add up over time.	Facilities	Efficiencies/Savings	VPFF/Director of Facilities	The flush valve sensors were checked and repaired as necessary shortly after this report was made. The flush valve is on a movement sensor. Typical use of the stall will cause the motion sensor to flush the toilet once or twice - depending on the extent of movement. If motion continues within the stall, the toilet may continue to flush again. For sanitary reasons, the sensors are set to flush when movement occurs near the toilet bowl in order to assure proper disposal.

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4	<p>Send out a mass mailing to cover every residential address within a half mile or mile of SPC promoting our classes and welcoming people to campus.</p> <p>Develop and implement a first year transition course that would be mandatory for all new students and would teach students how to integrate into college life, improving retention rates.</p>	Marketing	Investigate/Access	VPASA	<p>That has been past practice. This year, the approach for mailings has been very targeted. The college has access to very defined lists of individuals who may respond to a postcard. This new approach will be assessed for effectiveness during this academic year. A first year/ transition course concept is under review. The beauty of offering a wide variety of programs adds to the challenge of requiring such a course. Through the Advising/Retention workgroup, the best features of this kind of concept are discussed as part of an intentional experience for groups of students who may most benefit from these targeted, intentional interventions.</p>
5	<p>I noticed some of our programs require that several credits be attempted within the same semester. I'm not sure what the reason is behind that requirement, but I know studies show that students who can proceed through a program at their own pace instead of a prescribed one have better success and better retention rates. I know from personal experience that sometimes a student can only afford to pay for a minimal amount of credits at a time and others cannot commit to the amount of coursework or classroom attendance required for multiple classes or larger amounts of credits. I would like to suggest that we consider allowing students to attempt only the number of classes/credits they wish to each semester or at least give them the option to have their case considered for being excluded from the rule.</p>	Programs	Process/ Planning Income Generation	VPASA	<p>This can be reviewed. Most programs that can be part-time/at the student's pace are structured to support that course taking option. Some programs are more challenging to deliver in a part- and full-time option due to the numbers of students we serve and the subject-specific learning that is highly sequential.</p>

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6	<p>If we aren't already, perhaps we could partner with our local high schools to offer placement tests for their juniors as a helpful tool for the students to tell if they might qualify to take for credit courses and also so that, when they do not qualify they have ample time in advance to prepare themselves. This might help alleviate the need for developmental classes which may in turn improve retention rates.</p>	Programs	Investigate/Access	VPASA	<p>We do go into some area high schools for this reason. We will continue to add schools, being mindful of the expense and staffing needed to do so.</p>
7	<p>We should look into putting light sensors on the lights that edge the parking garage and line the parking lots. I noticed Friday when I was out for a walk that all those lights were blazing bright even on a brilliant, sunshiny day. Adding light sensors would allow them to come on only when the light fades to a certain point, in other words, only at dusk, saving money on our electric bill.</p>	Facilities	Efficiencies/Savings	VPFF/Director of Facilities	<p>The lighting control system failed this summer; There was a lengthy delay in the replacement order. However, the new system has been installed and reprogrammed. The lights are now come on at dusk and go off at sunrise.</p>
8	<p>John Deere has an Ag &amp; Turf Technician 2 year Associate's degree program that they team up with several community colleges to offer. They do not have a community college partner for this program in MN yet so far as I can tell. Perhaps we could approach them to develop this program for them. They offer financial support to students in their program. Here is a link to their page:</p> <p><a href="https://www.deere.com/en_US/corporate/our_company/careers/technician_program/at_technicians/at_technicians.page?">https://www.deere.com/en_US/corporate/our_company/careers/technician_program/at_technicians/at_technicians.page?</a></p>	Programs	Investigate/Access	VPASA	<p>We can inquire with John Deere about whether or not they are expanding into MN and what that would take to make it happen. The program structure is a highly effective model and produces great results. The corporate relationship can be a strength but also requires commitment to a brand.</p>
9	<p>Offer and highly publicize free resume review sessions to bring more people on campus and promote SPC's support of the community. Engendering a rapport with the community may increase the likelihood that local residents will take classes here. Use each session to find out what SPC certificates or programs might benefit the job seeker and promote them.</p>	Marketing	Investigate/Access	VPASA	<p>The college could host these kinds of sessions, but would require a team of staff skilled in resume critique. Will discuss with Career Services and Workforce Training departments.</p>

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10	I heard a news program on Minnesota Public Radio last week about the new G.I. Bill and the fact that not all colleges are doing enough to recruit veterans of the U.S. Armed Forces to their campuses. The veterans who spoke on this program stressed the fact that colleges need to recruit in places where veterans normally gather and need to help veterans feel comfortable enrolling in classes and programs on their campuses. I am wondering what Saint Paul College is doing to recruit and retain veterans, as they may be a community of students who are being under-served in our area. Thank you for this chance to offer my input!	Enrollment	Income Generation	VPASA	While there are many supports for veterans to attend Saint Paul College, we have not done much to reach out directly to that population. With the most recent Open House campaign, we highlighted one of our veteran students and his experience. More emphasis on reaching out to and serving veteran students is an identified, intentional audience we hope to attract.
11	I would like to see a direct marketing strategy target the local homeschool community to try to boost enrollment. I know from personal experience that homeschool students are excellent students and I think SPC would do well to enroll more of them.	Enrollment	Income Generation	VPASA	Agreed. Marketing and Enrollment Management will incorporate strategies to reach out to the home school population.
12	Promoting our continuing and customized education area may assist. Increased partnerships with businesses by providing CTCE services (perhaps exclusively?) could be one avenue to consider.	Programs	Income Generation	VPASA	With some restructuring to the Workforce Training and Continuing Education department, this is a priority for that team.
13	Have corporate sponsors that provide funds for naming rights of the theatre, classrooms, hallways, etc.	Foundation	Income Generation	Foundation	Naming Policy developed and as opportunities for naming present themselves, Foundation will pursue.
14	Can we rent space to food vendors (like other campuses do) for additional revenue streams and to help out the cafeteria?	Facilities	Income Generation	VPFF	Will investigate. An outside vendor could have a negative impact on the cafeteria's sales and also result in much higher cost options to students.
15	Does the college have a marketing plan? For several years, there has been a dearth of authentic marketing leadership on this campus. It doesn't seem like this has changed with the new director. Lots of tactics, no actual plan.	Marketing	Process/ Planning Income Generation	VPASA	Yes, the College has a marketing plan for 2015-16, and has had one in prior years. A new marketing plan will be created for 2016-17 and 2017-18, to align with the College's strategic priorities, enrollment plan, and diversity plan.

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16	It's great that Academic Affairs and Student Affairs are united into a single division. What is being done now to actually enable the student affairs departments to implement best practices to retain students? How can we better integrate different departments within the SA unit to promote the use of best practices. Invest in best practices to increase student retention and persistence. Retention of students will increase dramatically if student affairs starts implementing best practices with the right resources and having access to the right tools.	Enrollment	Process/ Planning Income Generation	VPASA	Restructuring of several areas of the Student Affairs area has been proposed and closely mirror the high priority retention best practices noted in the suggestion. Some of the restructuring and shifting of staff responsibilities has begun, some will need to go through personnel and budget approvals to be implemented.
17	Could the college offer non-credit courses for community members as an additional revenue stream? Not work-force training, but courses in foreign languages, art, literature, film, computers, etc. that are a fair price, but bring in funds? Community colleges across the country do this, but not sure why SPC doesn't?	Programs	Income Generation	VPASA	These course are offered by the college through Workforce Training and Continuing Education. With the departmental restructuring, there is a concerted effort to expand in these areas where there may be community interest. Specific subject suggestions can be made at any time by anyone directly to the department. Additionally, staff from the department will be making their way to other departmental meetings so there is improved clarity about what the department offers, how decisions are made about offerings, and ways new ideas can be suggested.