

Division Directors
January 31, 10:00 a.m.

G2

Present: Heidi Pasek, Wendy Dove, Greg Paulauskis, Jeff Brown, Leanne Frost, Mandy Wright, Laura Wight, Jeri Pullum, Charla Merja

Jeri Pullum advised the group we need to get Accreditation Standards into the TK20 software while it is being developed. May also want look at reports that can be integrated with the TK20 software. Health Care and Interior Design have outside Accreditation Standards.

DATA – IR

FOLLOW-UP ON PREVIOUS ITEMS

1. **Program Prioritization** – Criteria for prioritization and improvement plans

Wendy began to review MSUN's Rubric with discussion relating to relevance to the Mission, do we need to prioritize to determine what makes it better than another program?, it was then determined to go away from MSUN's Rubric and use reports that are already generated and available. The top 6 factors were listed.

Job Outlook (placement & wages)

Enrollment (current and historical)

Cost (per fte and per graduate) and Revenue (tuition and program and course fees)

Number of Graduates (replace GEQ with DPR)

DET Transfer Rates, Success Rate

Jeff suggested using the snapshot 1 page for each program for comparison. Greg added the annual snapshot could trigger a review, if not continue on. Leanne added would allow the opportunity to look at a program sooner than Program Review if problems are noted.

Directors could also use the review to determine an improvement plan, removal of program or other actions.

Proposed Process:

Snapshot Review (summer when data is available)

Full Program Review by December is warranted

Program Decision by January for scheduling/staffing purposes

2. **End of Term Reports from Fall** – Heidi addressed this. Dr. Wolff had questions regarding this.

Thanks to everyone for their response. Overhead break-even report – Darryl is working on this. Break-even on adjunct needs to be addressed. Engineering articulation with Bozeman is moving forward and should go before the Curriculum Committee in the next couple of weeks. Any questions regarding End of Term Reports need to be addressed with Wendy. Jeff commented the prioritization discussion will address some of the lower enrolled programs.

Adding last minute classes are causing problems with student success and they are lower enrolled, but can also be a positive. Are there other options? **Joint Directors discussion.**

Mandy questioned changing enrollment deadlines to facilitate the process. Greg is signing quite a few requests to move from online to face-to-face. Leanne addressed assessing online readiness again. Laura stated a committee is researching a tool to assess online learning success. It would be taken at the same time as Compass to see how they will succeed. What is the remediation? Can target certain areas that area identified as weak. Jeff suggested

moving enrollment date back and then offer Student Success events prior to the start of the term.

3. **Changes and Ideas for Restructuring** – Moving forward with filling Greg's position.

AGENDA ITEMS

1. **Class 8 Licensure** -Heidi is getting to this Part C and not knowing who they are. Lorene is going to run all the Assistants thru the process and Heidi will run the Department Chairs thru the same process.
2. **Budget** – Deadline is February 15. Darryl would like to have them sooner if possible.
3. **Miscellaneous Updates** –
Everyone has their policies completed and forwarded to Julie to place on the next Joint Directors meeting.

Lee Anne addressed the Bridge program. 4 weeks MW nights ABE instructors will instruct math and writing, college instructors will instruct the college success side. Letters were sent to students that are on probation or have been out of school for a while.

Greg – Fire and Rescue communicated with. He will go thru the certificates and see what needs to be offered. February 12, Health Care Program for students.

Mandy – Cohort with MSU if 15 people interested in the EDD program. An email will sent out inviting participants.

Leanne – math pilot has 13 students and they passed the first test.

Mandy -1500 visits to the Learning Center.

Laura – encourage everyone to apply for the scholarship for the XLI Program. Tawnya Cummings will be starting.

REMINDER: The next DD meeting is February 7, 2013.