

Executive Team Meeting Notes
February 8, 2021 | 9:30-11:00 am | Video Conference

Members:

Dr. Susan J. Wolff, CEO/Dean	Ms. Lorene Jaynes, Chief of Staff
Dr. Leanne Frost, Executive Director of Instruction	Ms. Carmen Roberts, Executive Director of Operations
Ms. Mary Kay Bonilla, Chief Student Affairs and Human Resources Officer	Mr. Scott Thompson, Director of Communications & Marketing

Guests:

Ms. Mandy Wright, Interim Director of Library Services, Assessment, and Teaching & Learning Center	Ms. Jeri Pullum, Special Projects Coordinator
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Guests

1. Approve Assessment Committee-CPBAC Subcommittee	<i>Presenter: Ms. Wright, Ms. Pullum, Dr. Frost</i>	<i>ET Lead: Dr. Frost</i>
<p>The Assessment Committee met on Friday. They determined a name change was in order to alleviate confusion with institutional assessment. The Student Learning Assessment Committee's charge will include recommending campus policy, resource allocation recommendations, and supporting faculty through the assessment process and offering peer review of program assessment reports. It will be faculty driven with membership including faculty and staff. The Committee will report to CPBAC rather than Faculty Senate, as its role is more institutionally overarching. The committee is working on defining its charge and membership.</p> <p>The Executive Team voted unanimously to accept the Student Learning Assessment Committee as an official campus committee.</p>		

Standing Items

1. Healthy Campus Task Force	<i>Presenter: Dr. Frost</i>	<i>ET Lead: Dr. Frost</i>
<p>The MUS has announced that campuses will be able to hold some form of in-person commence ceremonies. Great Falls College is still in process of determining how that will happen.</p> <p>Spring semester is going very well.</p>		
2. CARES Act Funding	<i>Presenter: Ms. Bonilla/Ms. Roberts</i>	<i>ET Lead: Ms. Bonilla/Ms. Roberts</i>
<p>Student Emergency Funding: We are still waiting for more guidance on student distribution.</p> <p>Institutional Funding Distribution: We received authorization from OCHE to spend some of these funds on a server room generator. The focus this round will be on infrastructure to ensure we are prepared if we need to go remote again.</p>		
3. Legislative Report	<i>Presenter: Dr. Wolff</i>	<i>ET Lead: Dr. Wolff</i>
<p>Dr. Wolff shared information on a request from a legislative representative regarding programming for prison education. The college will provide baseline information at this time.</p>		

Agenda

1. Safety Protocols – Evening	<i>Presenter: Dr. Wolff</i>	<i>ET Lead:</i>
<p>As a reminder, the college has security available in the evenings and to always make sure meetings with the possibility of confrontation are held in a location where there is an easy exit.</p>		
2. Data Requests	<i>Presenter: Ms. Bonilla</i>	<i>ET Lead:</i>
<p>As the Research Analyst will be out on leave soon, it will need to be determined who will handle new data requests. Dr. Wolff will get more information and reminded that Tableau is available to find information, as well.</p>		
3. Graduation Plans	<i>Presenter: Ms. Bonilla</i>	<i>ET Lead:</i>
<p>Ms. Bonilla shared the beginning stages of planning for the college's May 8 commencement has begun. Event venues are being contacted to determine the safest option. There will be no food or reception held.</p>		
4. Spring Pinning Ceremonies on Campus	<i>Presenter: Ms. Roberts</i>	<i>ET Lead:</i>
<p>The nursing students requested to hold their pinning ceremony in Heritage Hall with a live broadcast for family and friends. The Executive Team approved this request for all pinning ceremonies be held in this fashion.</p>		

It has also been requested to hold a piano recital for five students in Heritage Hall this spring. They would like to invite two guests each. There will be no refreshments. The Executive Team approved the recital provided guests sign in with their name and a contact phone number upon arrival.

5. Community Events on Campus	Presenter: <i>Dr. Wolff</i>	ET Lead:
It will be determined this summer whether campus is ready to reopen to community events.		

6. Renewable Energy Technician AAS	Presenter: <i>Dr. Frost</i>	ET Lead:
Dr. Frost met with the trade's faculty and staff regarding the future of the program. They would like to focus on more short-term credentials, modules, and industry-recognized credentials. At this time, it was requested to place the AAS (only) in moratorium. The Executive Team approved moving the Renewable Energy Technician AAS into moratorium.		

7. Options in Behavioral Science	Presenter: <i>Dr. Frost</i>	ET Lead:
Following up on a request from admissions for behavioral science degree options, it was discovered that the college is only two classes away from creating a pathway to UM's bachelor's in social work. The addition of these classes would also strengthen agreements already in place with MSU partners. The request was specific to addiction counseling, which could be created as an AAS in addiction counseling, which would qualify as CTE as it is a terminal degree. Data supports the addition of this type of a program in central Montana. Dr. Frost will move forward with the process to add the two courses and paperwork to develop the AAS degree. *see attached		

Academic Programs in the Human Services and Behavioral Health at Great Falls College MSU

Introduction

This document explores opportunities for GFC MSU to offer programs in the areas of the human services and behavioral health. Anecdotally, prospective students often inquire about programs leading to careers in these fields. We are one of the few two-year campuses in the state without programming in these areas.

The state of Montana is in need of entry level addictions counselors meeting the educational requirements of the state's Licensed Addictions Counselor (LAC). A thoughtfully designed associate level program could accomplish that as well as provide opportunities for transfer to the baccalaureate in several areas in the human services and behavioral health.

The Montana Department of Labor and Industry LAC Licensure Requirements are located here:

http://boards.bsd.dli.mt.gov/Portals/133/Documents/bbh/BBH-LAC-APP_License-App-Checklist.pdf?ver=2018-06-15-173357-277

The state is also in need of qualified entry-level social workers (BSW) and a variety of behavioral health para-professionals and professionals.

To meet these needs, two options are strong candidates as programs and/or articulations for future development. These programs could be developed and offered, for the most part, with existing faculty and staff who are appropriately credentialed and licensed. It may be necessary to hire additional adjunct instructors. In addition, these programs could be offered online, making them available to a larger number of Montanans.

Options, or Areas of Emphasis for Consideration:

1. Associate of Science – Addictions Counseling
 - Meets requirements for LAC, and thus qualifies as CTE.
 - Leads to immediate entry into the workforce upon completion and successful licensure.
 - Allows for transfer to a variety of baccalaureate programs with strong opportunities for employment in a variety of entry-level jobs in the human services.
2. Associate of Science/Associate of Arts Transfer Options (with or without the addictions counseling emphasis)
 - AS to BSW – University of Montana
 - AS to BS in Psychology – Montana State University
 - AS to BS in Human Services – MSU Billings

Overview

So as to provide support for the expansion of academic program in these areas, some background will be provided. There are several disciplines classified under Behavioral Health and the Human Services, Mental Health and Substance Abuse and Social Workers. From these disciplines, a variety of specialized fields have emerged. These fields are rapidly expanding with a great need for skilled professionals (HumanServicesEdu.org, 2021). For our purposes, the list below is focused upon a sample of positions in our community available to graduates of the programs mentioned above:

- Licensed Addictions Counselors (LAC)
- Case Managers – Social Work
- Social Services Technician
- Vocational Rehabilitation Case Workers
- Child Advocates
- Geriatrics Protection Specialist

- Direct Support Professional (Intensive Behavior Center (IBC))
- Community Economic Development Officers
- Probation Officers

Transfer options (BS – Psychology/BSW) lead to positions such as:

- Child Protective Specialist
- Resource Family Specialist
- Social Security Income Specialist
- Social Worker (BSW)
- Disability Claims Adjudicator
- Field Lead Training Specialist (Child Protective Services)

Most of these positions are found in outpatient care centers (25.1%). Fourteen percent are in residential intellectual and developmental disability, mental health and substance abuse facilities. Individual and family services encompasses 12.9 percent of the positions. Local and state government positions add up to around 16 percent. Psychiatric and substance abuse hospitals supply around 7% of the positions. The rest fall under the category of “other”. That might include schools and private practices, for example (Emsi, 2021).

Employment Outlook for the Human Services Sector in Montana

The Emsi Occupation Overview: Q1 2021 Data Set (2021) refers to the northcentral Montana region as a “hotspot” for job demand in the areas of Mental Health and Substance Abuse Social Workers (O-Net Occupation #SOC 21-1029). Nationally, for a comparable area of our size, there are 1,063 job opportunities. There are 1,681 in Northcentral Montana alone. This higher than average supply of jobs may make it easier for workers in these fields to find employment in our area due to turn over. That means they would not have to leave our community (as is often the case) to find good paying jobs with an average salary range of \$31,000 to \$50,000 (EMSI, 2020). Living wage jobs are very difficult to find in the Great Falls area. On average, the Montana DPHHS reports 44 job vacancies per year in these areas.

Table 1. Regional Employment Numbers

Region	2020 Jobs	2031 Jobs	Change	% Change
Montana	1,681	1,927	246	14.6%
National Average	1,063	1,359	296	27.9%
United States	316,479	402,959	86,479	27.3%
Great Falls	126	133	7	5.45

At this writing, the current COVID-19 pandemic and political unrest is a catalyst for extreme difficulties for people behavioral health challenges. In expectation of a surge in need for behavioral health services, colleges and universities all over the country are creating accelerated programs, particularly in the area of addictions, to meet the current and expected needs as the pandemic continues to spread disease and the mental health consequences such events most certainly result (Monroe Community College, 2021).

These programs will offer opportunities for people who have lost jobs in certain sectors to upskill or retrain. Not only that, but the advent of telehealth may provide colleges and universities with a particular opportunity to specialize their programs. Most certainly, new careers and ways of practice in the field will emerge as a matter of necessity in response to COVID-19.

At Utah State University, for example, psychology professors at Emma Eccles Jones College of Education and Human Services are developing new programs and adapting existing programs and services to accommodate clients and

students through “the rise of mental health technology. It would be advisable for any programs under consideration to be developed with a variety of modes of access in mind (Utah State University, 2021).

Overview of Several Programs Currently Offered in the State of Montana

This section provides an overview of several programs already existing in the state. Some are offered through the Montana University System (MUS). The tribal colleges also have several opportunities for Montana students. There is a AS in Addictions Counseling program at University of Providence as well. These overviews and links were taken directly from the campus websites.

AA with an Area of Emphasis in Chemical Addictions Studies: Missoula College

<https://mc.umt.edu/aac/AA/Areas.php>

By pursuing this emphasis, students complete both a general Associate of Arts degree and the preparatory coursework required to become a licensed addictions counselor.

Missoula College also offers Options to the AA. One that is somewhat connected to addictions studies is an option in Psychology. This option helps prepare students for matriculation into the Bachelor of Arts in Psychology.

Similar to areas of emphasis within the AA degree, these degree options are meant to help students focus on the subject of communication studies, an area that is of increasing demand to employers. Please see below for a list of these options and the contact information for the degree option advisor.

NOTE: Unlike the areas of emphasis above, these degree options *are* recorded on the student's transcript and diploma as an option of the AA degree itself.

Substance Abuse Counseling AA or AS: Flathead Valley Community College

http://catalog.fvcc.edu/preview_program.php?catoid=8&poid=1859&returnto=585

FVCC's Substance Abuse Counseling program provides students with the most up-to-date knowledge in the field of addictions and meets the academic requirement for the State of Montana's Licensed Addiction Counselor.

Opportunities

Upon successful completion of FVCC's Substance Abuse Counseling A.A. program, graduates are prepared to apply for supervised internship positions in a state-licensed substance abuse program. A minimum of 1,000 hours of supervised work experience is required in order to take the Montana Licensed Addiction Counselor's test.

The annual mean wage for a substance abuse counselor working in Montana is \$43,760, according to the U.S. Bureau of Labor Statistics (BLS).

National demand for substance abuse counselors is predicted to increase 20 percent between 2016 and 2026, according to the BLS.

Social Sciences, Behavioral Sciences, and Human Services: Helena College

http://www.helenacollege.edu/academics/programs/psychology_programs.aspx

Psychology Transfer

This provides an opportunity for transfer in Psychology. It involves an introduction to the scientific study of behavior in humans and other animals, including the biological bases of behavior, learning and memory, cognition, motivation, developmental and social processes, psychological disorders, and their treatment. Students will receive an introduction to the relationships between neurological structures and mechanisms and

their corresponding psychological cognitive processes. Origins and adaptations of structures and behaviors as well as the methods used to study these relationships are also reviewed. Clinical applications of course material are examined as this subject serves as an exploration of the scientific study of how people think about one another, influence one another, and relate to one another. It emphasizes the situation, the person, and personal reactions to situations, as well as the application of social psychological principles to different societies and cultures.

Social Work Transfer

This degree program is specifically designed for students seeking admissions into the School of Social Work at the University of Montana-Missoula. Upon completion of this degree, students desiring a B.S.W. are eligible to apply for admissions into UM-Missoula's School of Social Work's fully online or Missoula-based programs.

Note: This degree offers eligibility for application to the School of Social Work at UM-Missoula and does not guarantee admission.

Associate of Arts – Human & Social Services Emphasis: Miles Community College

<https://content.milesc.edu/DownloadFiles/AdvisingSheets/2020-2021/AA-HumanSocialServices-AdvisingSheet.pdf>

This two-year (60 credit) emphasis is designed for students transferring to a four-year college or university to complete a degree in Social Work and Human & Social Services. This emphasis is specifically designed as a pathway into the University of Montana's Bachelor of Social Work 2+2 program. At the conclusion of this program students will: • Obtain a comprehensive general education core background for transfer to a four-year program. • Have completed the first-two years toward obtaining a bachelor's degree related to human and social services.

Montana State University Billings: AA in Rehabilitation with a concentration in Chemical Dependency

<https://www.msubillings.edu/chps/rhs/AARehabilitation.htm>

Montana State University (MSU)-Billings offers degree programs for students interested in rehabilitation counseling, addictions counseling, or school counseling. At the undergraduate level, a 60-credit Associate of Arts (AA) in Rehabilitation with a concentration in Chemical Dependency is offered. This two-year program introduces students to counseling models and techniques that can be used when working with individuals impacted by chemical dependency and addiction.

A four-year Bachelor of Science (BS) in Human Services is also available with several concentrations, including Chemical Addictions and Treatment in Human Services. This program provides greater exposure to the social, ethical, and professional issues related to counseling as well as supervised field experience. Coursework from the AA and BS programs can be applied towards the academic requirements to become a Licensed Addiction Counselor (LAC) in Montana. Students who wish to fulfill the LAC academic requirements may complete the BS in Psychiatric Rehabilitation, which has a greater emphasis on addiction theory and chemical dependency counseling. MSU-Billings also offers a

Addiction Counseling: Dawson Community College

<https://www.dawson.edu/future-students/transfer-concentrations/chemical-dependency-counseling.html>

Completion of this curriculum indicates the graduate has acquired the necessary skills for entry-level employment. Following successful completion of this program, 1,000 hours of supervised work experience in a state-licensed substance abuse program is required in order to apply for the Montana Licensed Addiction Counselor's exam (this requirement is subject to change). Out-of-state students should check their state's general licensing criteria.

Students who earn the designated Associate of Arts Degree in Chemical Dependency may also desire to transfer to a university to gain a Bachelor's degree in Chemical Dependency studies.

Chemical Dependency Counseling AAS: Salish Kootenai College

<https://www.skc.edu/chemical-dependency-counseling-aa/>

Salish Kootenai College offers an Associate of Arts (AA) in Chemical Dependency Counseling with a focus on working with Native American populations in Montana and neighboring states. The program takes two years to complete full-time and consists of 90 quarter credits. Students are introduced to the legal, professional, and social aspects of addiction and chemical dependency as well as traditional Native American practices and methods that promote a holistic view of physical, mental, and spiritual health. Liberal arts coursework is also required and may include English, math, humanities, and biology classes. During the program, students learn treatment models and practical skills related to the profession, such as assessment, treatment planning, mental health counseling, and referrals. The degree is designed to meet the coursework requirements to become a Licensed Addiction Counselor (LAC) in Montana. Students can also continue their studies at the bachelor's degree level.

The A.A. in Chemical Dependency Counseling graduates have two options: They can pursue the State of Montana Licensed Addiction Counselor certification or continue on in the B.S.W. Program.

State of Montana Addiction Counselor Licensing Program – The A.A. in Chemical Dependency Counseling graduates will have completed all the academic requirements for the State of Montana Licensed Addiction Counselor certification as well as for beginning the mandatory 2000-hour pre-licensure supervised clinical internship. Students who do not continue on to the B.S.W. Program will complete their internship independently without the support and supervision of SKC faculty. Continuing on to the B.S.W. Program – The A.A. in Chemical Dependency Counseling graduates who desire to further advance their education can also seamlessly transition into the SKC B.S.W. Program. The State of Montana LAC Program requires that individuals must show a certificate of completion (A.A. or higher) before they can begin their internship. Therefore, the graduates can complete and apply 450 internship hours towards their LAC field experience requirements under the support and supervision of SKC faculty while working on obtaining the B.S.W. degree. Please refer to the Social Work Program section in the SKC catalog for detailed information about the B.S.W. degree and graduation requirements.

Human Services with a concentration in Addiction Studies: Stone Child College

<http://stonechild.edu/images/PDFs/DegreesOffered/AA/addictionstudies.pdf>

Stone Child College is a tribal community college located near Box Elder. At Stone Child College, students interested in addiction counseling can complete an Associate of Arts (AA) in Human Services with a concentration in Addiction Studies. The AA program comprises 70 credits, including the 35-credit general education core and 35 credits in the major area of addictions. The program focuses on the health and well-being needs of Native American populations and includes a senior capstone project that enables students to apply their knowledge to a real-world case study. Students must take courses such as Multi-Cultural Counseling; Addiction Treatment Modalities; and Pharmacology and Physiology of Addiction. Other degree requirements include demonstrating an understanding of key addiction, pharmacology, and psychology theories; delivering a lecture on addiction counseling; creating a professional case file; and using addiction counseling skills appropriately in counseling scenarios. Upon completion of the program, students will meet state coursework requirements to become a Licensed Addiction Counselor (LAC).

Master of Science (MS) in Rehabilitation and Mental Health Counseling, which is accredited by CACREP and meets state educational requirements to become a Licensed Clinical Professional Counselor (LCPC).

The program has a hybrid format with the majority of required coursework available online; however, students must complete an orientation and two summer classes at the Billings campus. The degree comprises 60 credits, including 15 credits of supervised practicum and internship that can be completed in the student's home community.

Finally, a Master of Education (M.Ed.) in School Counseling is available that prepares graduates to work in K-12 school settings as a school counselor in Montana. This 48-credit degree has a hybrid format that combines online and evening classes with hybrid summer coursework.

Resources

Emsi. (2021). *The Emsi occupation overview: Q1 2021 data set*. Retrieved from [www.economic modeling.com](http://www.economicmodeling.com).

HumanServicesEdu.org. (2021). *HumanServicesEdu.org human services guide*. Retrieved from

<https://www.humanservicesedu.org/what-is-human-services/>

Monroe Community College. (2021). With accelerated programs, MCC targets substance abuse, post-COVID job shortages. Retrieved from

<https://13wham.com/news/local/mccs-targets-substance-abuse-and-other-post-covid-job-shortages-with-accelerated-programs>

Utah State University (2021). The rise of mental health technology. *Utah State*. 27 (2), 60-61.

