

CPBAC Meeting Minutes 1/7/22
8:30-10:00 am
B101 & WebEx

Members in Attendance

Carmen Roberts	Executive Director of Operations
Charla Merja	Director of Academic Success
Dave Bonilla	Chief Technology Officer
Dena Wagner-Fossen	Registrar
Dr. Eleazar Ortega	Institutional Researcher and Data Analyst
Gary Smart	Director of Facilities Services
Jana Parsons	Faculty Senate Chair
Joel Sims	Director of Trades
Kathy Meier	Director of Disability Services
Leah Habel	Director of Financial Aid
Dr. Leanne Frost	Executive Director of Instruction
Mandilynn Lee	Faculty-at-Large
Mandy Wright	Director of Teaching and Learning Innovation
Marla McFerrin	Faculty-at-Large
Mary Kay Bonilla	Chief Student Affairs and Human Resources Officer
Scott Thompson	Director of Community Relations
Shannon Marr	Director of Recruitment and Enrollment
Dr. Stephanie Erdmann	CEO/Dean
Troy Stoddard	Director of Advising and Career Center

Members not in Attendance

Tammie Hickey	Interim Director of Lifelong Learning
Karen Vosen	Classified Staff-at-Large
Laramie Smovir	Staff Senate

Meetings Notes:

Program planning update—Dr. Stephanie Erdmann

Institutional goal of 1200 FTE by FY2026

The College needs to add occupational programs, and continue to promote and foster academic programs, in order to reach the 1200 FTE goal.

How do we decide what programs to move forward?

ONet data on growth occupations in MT (see attached)

Set 6 criteria for evaluation of each program

- Fits Mission of Great Falls College
- Fits within programming mix
- Leverages existing programs
- Demand for program

- Provides opportunity to add credentials
- Provides opportunities to engage students outside of class

Academic leadership team scored each of the growth occupations
 Ranked list of programs created—start of discussion about new programs to add
 ET & Joint Directors discussed programs at length; each group picked top 5
 programs—overlap with 4;

- Veterinary technician
- Building trades
- Early childhood education
- Police science

Next Steps: create an action plan to get new programs mapped out with BOR; establish success metrics for each new program (and track it)

20-21 Academic Year Student Learning Assessment Report—Mandy Wright

Student assessment process has grown and changed over the last 10 years to fit our institutional culture.

Current structure includes more accessible language that’s easier to understand and thus implement; move toward course AND program assessment.



AY20-21 assessment included full time and adjunct faculty, 79% response rate from all faculty

Assessment aggregate data presented to group (see attached).

Progress Report on AY20 Recommendations:



Recommendation 1: Encourage faculty participation and improve perception of assessment

Strong participation rate, including FT & PT



Recommendation 2: Standardize CLO assessment ratings

Assessment Committee plans to develop a standardized method of rating student attainment using current 4-level scale. Work will begin this spring.



Recommendation 3: Standardize HIP integration

Shifted emphasis to identifying effective instructional practices and their impact on student success.

Plans to create repository of practices as a faculty resource.

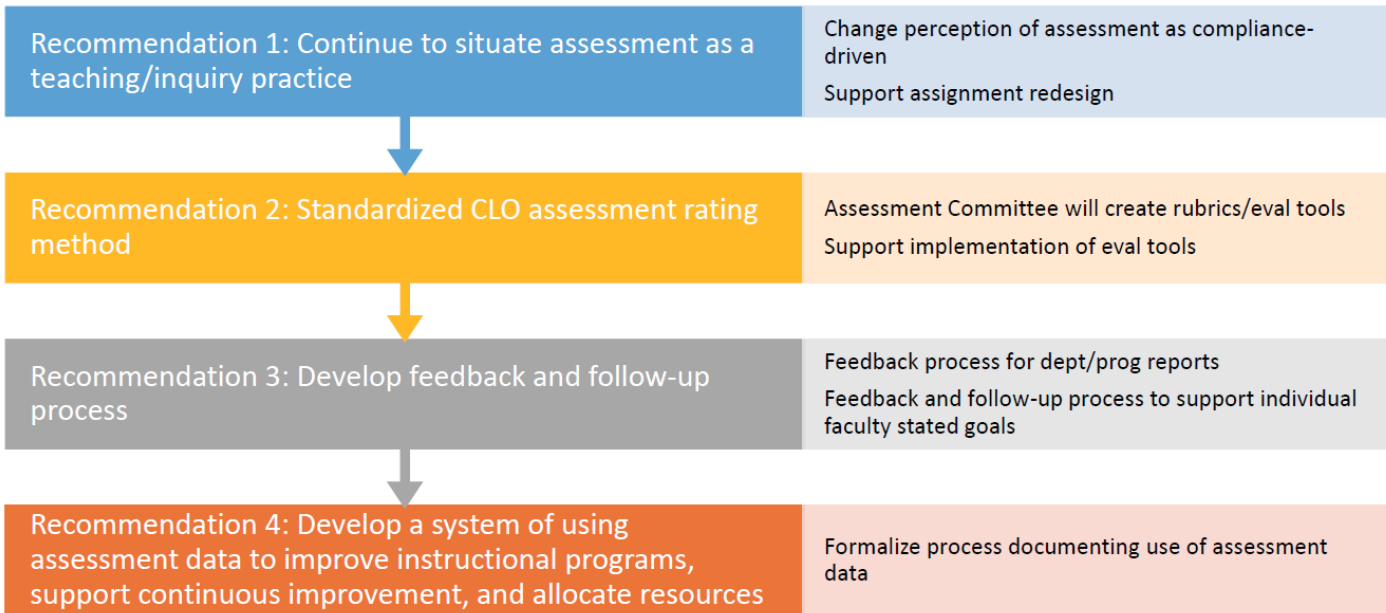


Recommendation 4: Determine how to best use assessment data to improve student learning

Developed consistent system of documenting assessment data: website, institutional report, program reports.

Continued work on using assessment data to improve instructional programs, support continuous improvement, and allocate resources.

Recommendations for AY21 and beyond:



Current Strategic Plan wrap up—Dr. Eleazar Ortega

Presentation on behalf of CAAAC of summary report for 2016-2022 strategic plan. CPBAC members are asked to review document and provide any feedback/corrections in Teams document in the next 10 days; CAAAC will then finalize document and will be finalized/approved at the February CPBAC meeting.

Program Planning Great Falls College MSU

Finalizing the Plan

Program	Career Cluster	Code (ONet)	Projected Outlook in MT (ONet)	Average Hourly Wages in MT (ONet)	Licensure Needed	Rank Order	Comments
Data Science	Business & Technology	15.2052.00	31%	\$22.83			
eBusiness (Online Merchant)	Business & Technology	13.1199.06	10%	\$29.09			
Search Marketing Strategist	Business & Technology	13.1161.01	16%	\$26.83			
First-Line Supervision	Business & Technology	Various	10%-15%	\$24.64			
Video Game Designers	Business & Technology	15.1255.01	16%	\$25.86			
Early Childhood Education	Education	25.2011.00	6%	\$14.26	Yes		Offer the CDA exam at GFC. Check into Family Connections (would like f2f option in <u>G Falls</u>). Possibly partner with Northern? Stackable?
Diagnostic Medical Sonography	Healthcare	29.2032.00	18%	\$36.46	Yes		
Medical Assistant	Healthcare	31.9092.00	21%	\$17.64			
Occupational Therapy Assistant	Healthcare	31.2011.00	35%	\$24.65	Yes		Space?
Personal Care – Aging Services Professional	Healthcare	31.1122.00 39.9099.00 21.1093	24% 16% 17%	\$12.82 \$14.79 \$15.31			Difference between PCA and CAN.
Phlebotomist	Healthcare	31.9097.00	21%	\$15.15			Local need not as high. Hire off the street. Does not need certification
Cosmetology	Healthcare/Personal Care	39.5012.00	10%	\$11.71	Yes		Self-employed wages likely not included; tips may not be included
Spa Services (Massage therapy, manicurist/pedicurist, skin care specialist)	Healthcare/Personal Care	31.9011.00 39.5092.00 39.5094	11% 19% 8%	\$19.27 \$19.27 \$15.71	Yes		Nurses want to give Botox injections – need to take courses elsewhere. <u>Benefis</u> has a program – Tammie will connect
Veterinary Assistant	Healthcare/Trades	31.9096.00	30%	\$13.36			
Veterinary Technician	Healthcare/Trades	29.2056.00	26%	\$15.49			
Criminal Justice	Human Services	33.3051.00	9%	\$27.40			
Electricity	Trades	47.2111.00	16%	\$29.11			
HVAC/R	Trades	49.9021.00	19%	\$22.23			
Plumbers and Pipefitters	Trades	47.2152.00	17%	\$27.41			

Program	Criteria 1	Criteria 2	Criteria 3	Criteria 4	Criteria 5	Criteria 6	Comments or Additional Information Needs
	Fits mission of GFC-MSU	Fits within Programming Mix	Leverages Existing Programs	Demand for Program	Provides opportunities to add credentials	Provides opportunities to engage students outside of classes	
	High Quality Educational Experience	ONet Bright Outlook Occupation	Track within an existing program	Industry has requested program	Industry-related credentials available	Extracurricular clubs	
	AND	AND	OR	OR	OR	OR	
	Meets community, regional or state needs	Healthcare, trade, or future-oriented business or computer related careers	Current faculty can teach content	Campus community (i.e. advisors/faculty) has had students request the program	CEU available	Internships	
		AND	OR	OR	OR	OR	
	Occupational focused	Complements Career Clusters in Healthcare, Trade or Business & Technology	Other (please specify in comments section)	Transfer Opportunities	Clinical/Practicum		
Rating 1=Not Met 3= Unsure 5=Met	Rating 1=Not Met 3= Unsure 5=Met	Rating 1=Not Met 3= Unsure 5=Met	Rating 1=Not Met 3= Unsure 5=Met	Rating 1=Not Met 3= Unsure 5=Met	Rating 1=Not Met 3= Unsure 5=Met	Rating 1=Not Met 3= Unsure 5=Met	
Data Science	5	5	5	3	5	5	Advisory Council
eBusiness	3	3	3	3	3	3	GFDA Offers Courses
Search Marketing Strategist	5	5	5	1	3	5	
First-Line Supervision	0	0	0	0	0	0	Refer to OM&S
Video Game Designers	5	5	5	5	5	5	
Early Childhood Education	5	3	3	5	5	5	
Diagnostic Medical	5	5	3	5	5	5	
Medical Assistant	5	5	3	5	5	5	
Occupational Therapy Assistant	5	5	3	3	5	5	
Personal Care - Aging Services Professional	5	5	3	5	5	5	Kari Woods - support
Phlebotomist	3	5	5	1	1	5	
Cosmetology (includes manicurist/pedicurist and skin care specialist)	3	5	3	5	5	5	
Medical Aesthetic Training							
Massage Therapy	3	5	3	3	5	5	
							gathering additional information
Veterinary Assistant	3	5	3	5	3	5	
Veterinary Technician	5	5	3	5	5	5	
Criminal Justice	5	3	3	3	5	3	
Electricity	5	5	5	5	3	3	
HVAC/R	5	5	5	3	5	3	Work with Gallatin?
Plumbers and Pipefitters	5	5	5	3	5	5	Work with Northern?
CDL	5	5	3	5	5	3	

	Criteria 1	Criteria 2	Criteria 3	Criteria 4	Criteria 5	Criteria 6	Total	PRO	CON
Video Game Designers	5	5	5	5	5	5	30	Interest	math and physics - attrition rate
Data Science	5	5	5	3	5	5	28	Anticipated large growth	Unfamiliar
Diagnostic Medical Sonography	5	5	3	5	5	5	28	One MSU access	Low FTEs
Medical Assistant	5	5	3	5	5	5	28	Job Openings, Low cost startup	UP has program
Personal Care - Aging Services Professional	5	5	3	5	5	5	28	Industry interest	Low wages
Plumbers and Pipefitters	5	5	5	3	5	5	28	High demand	MSU Northern competition Unions
Veterinary Technician	5	5	3	5	5	5	28	Req license in 2023; high interest	High startup costs
Early Childhood Education	5	3	3	5	5	5	26	Shortage; req license; PK-3 cert	Wages
Occupational Therapy Assistant	5	5	3	3	5	5	26	Builds on existing	cannibalization
Cosmetology (includes manicurist/pedicurist and skin care specialist)	3	5	3	5	5	5	26	High demand	High startup and operational costs; private option
Electricity	5	5	5	5	3	3	26	High demand	MSU Northern competition Unions
HVAC/R	5	5	5	3	5	3	26	High demand	MSU Northern competition Unions
CDL	5	5	3	5	5	3	26	High demand	
Search Marketing Strategist	5	5	5	1	3	5	24	New company starting in Gfalls	
Massage Therapy	3	5	3	3	5	5	24		
Veterinary Assistant	3	5	3	5	3	5	24		
Criminal Justice/Police Science	5	3	3	3	5	3	22		
Phlebotomist	3	5	5	1	1	5	20		
eBusiness	3	3	3	3	3	3	18		
First-Line Supervision	0	0	0	0	0	0	0		
Medical Aesthetic Training							0		



GREAT FALLS COLLEGE
MONTANA STATE UNIVERSITY

Student Learning Assessment

AY 2020-2021

Report to CPBAC

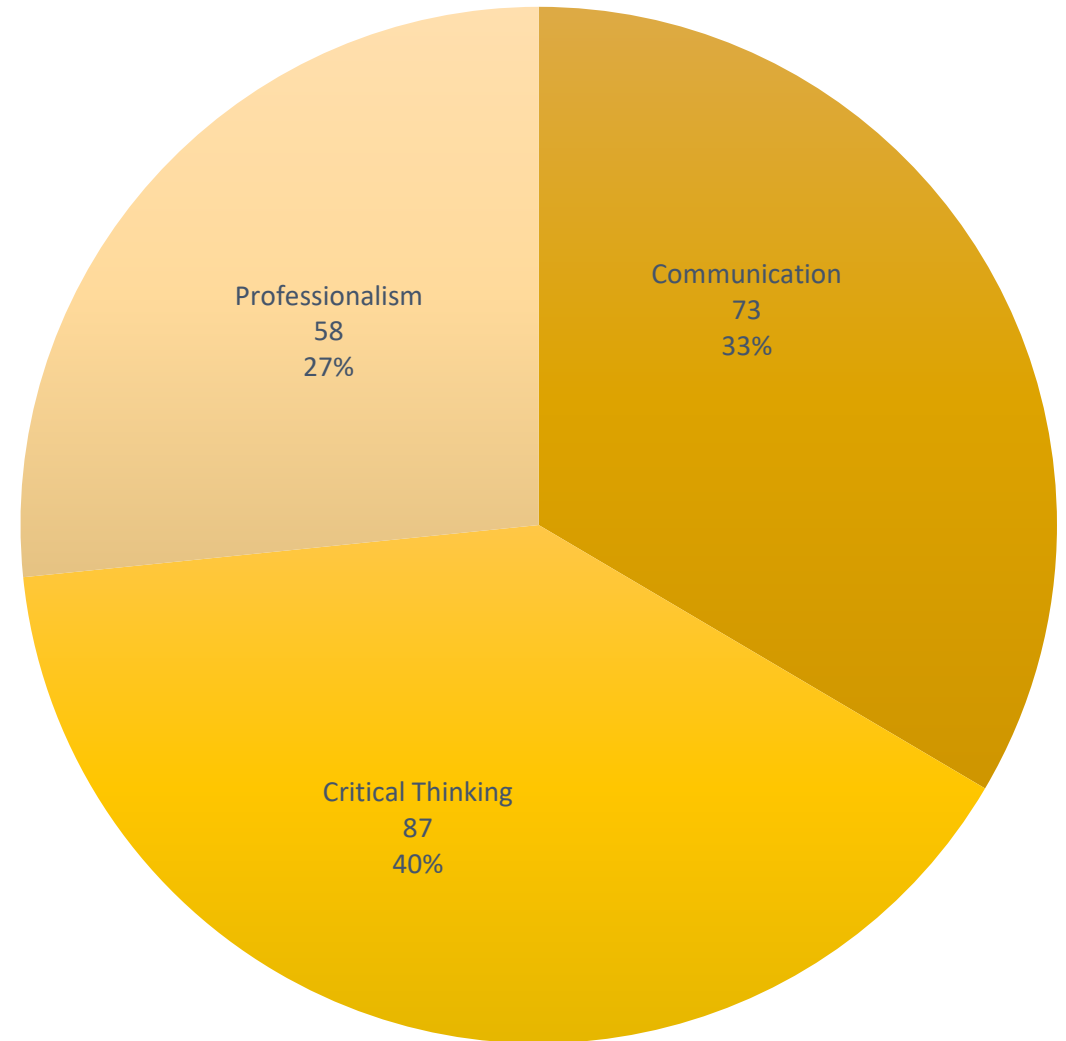
January 7, 2022

CLO Assessment

Of courses reporting alignment to 1 or more CLOs

- Critical Thinking most widely reported CLO: 40% of courses
- Communication second most widely reported: 33% of courses
- Professionalism least reported CLO: 27% of courses

CLOs Reported Institutionally

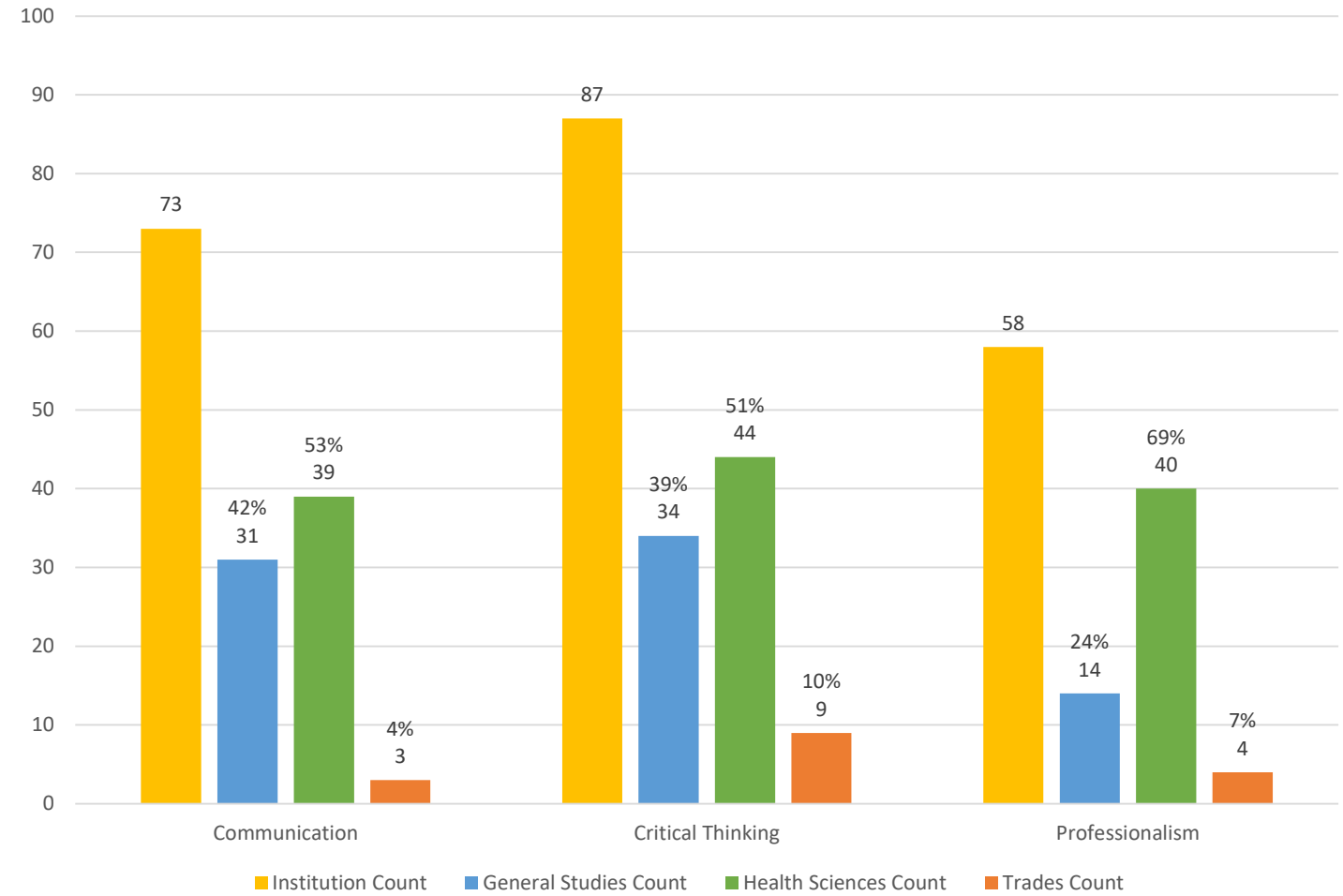


CLO Assessment

By division—reported by program in future

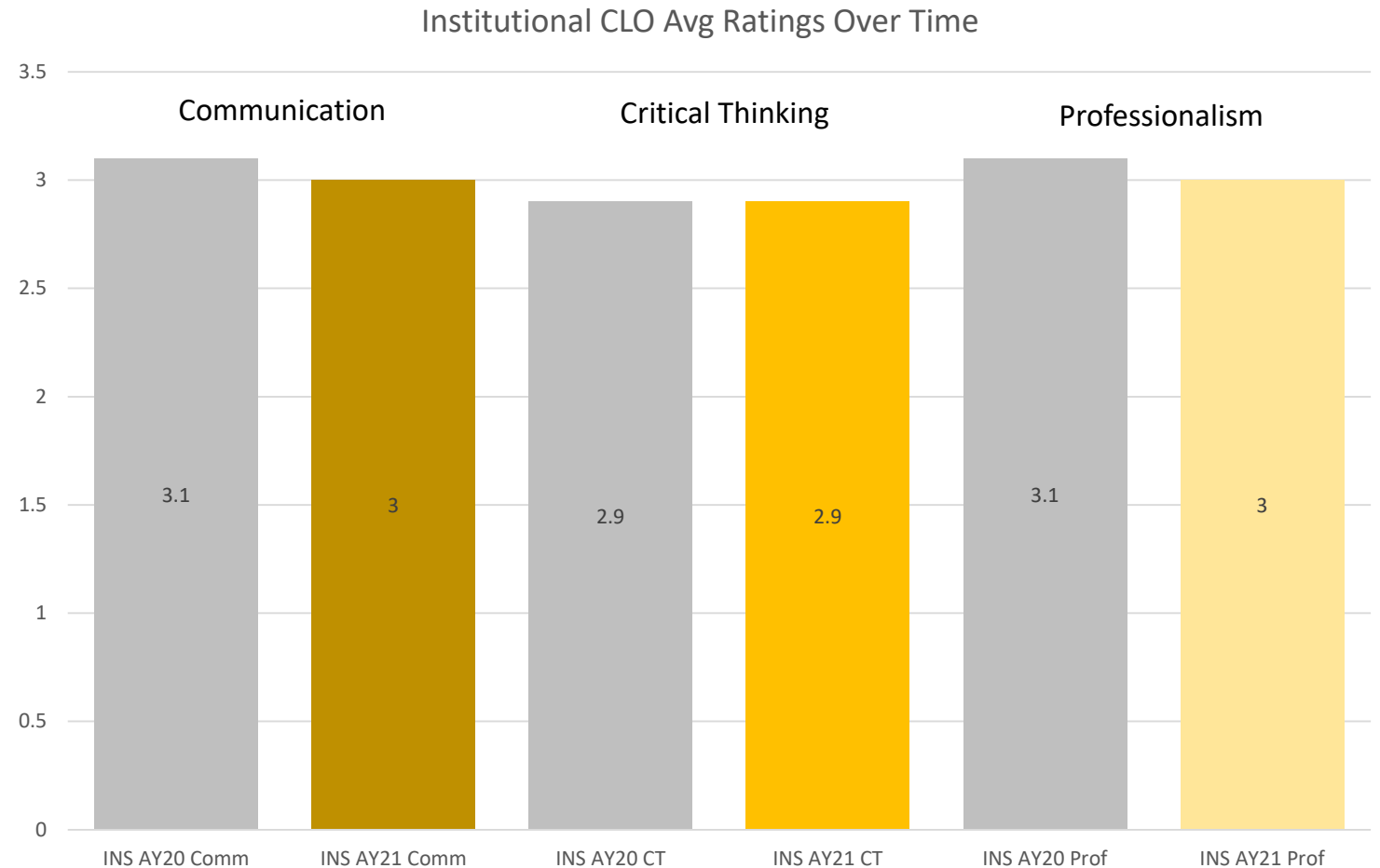
- Gen Studies
 1. Communication
 2. Critical Thinking
 3. Professionalism
- Health Sciences
 1. Critical Thinking
 2. Professionalism
 3. Communication
- Trades
 1. Critical Thinking
 2. Professionalism
 3. Communication

CLOs by Division (count & proportion)
AY 2020-2021



CLO Ratings Over Time

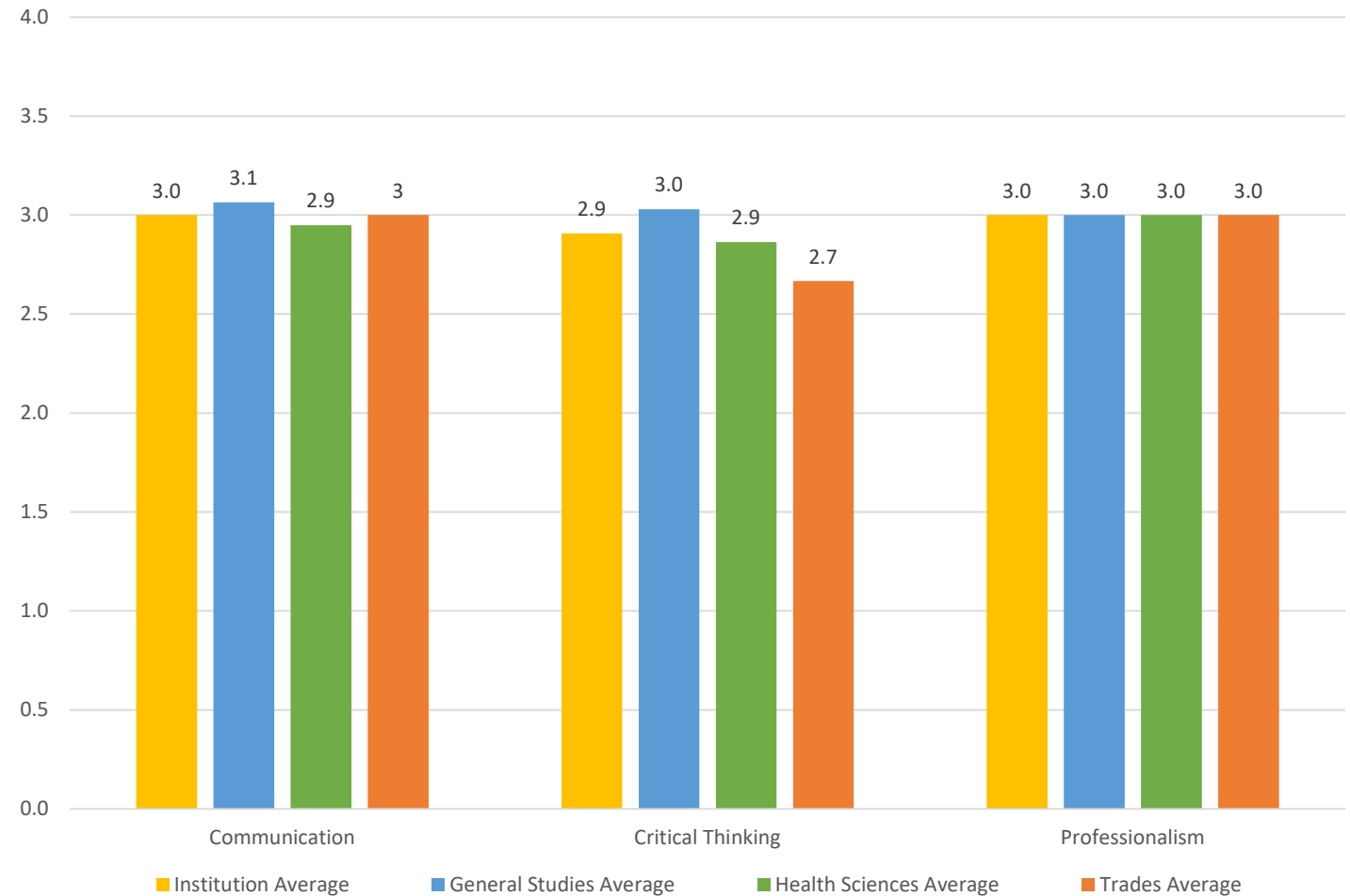
- No significant changes between AY20 and AY21 for Communication & Critical Thinking
- All 3 divisions reported Professionalism in AY21
 - Only Health Sciences reported in AY20



CLO Assessment

- Communication institutional: 3
 - GS: 3.1
 - HS: 2.9
 - T: 3
- Critical Thinking institutional: 2.9
 - GS: 3
 - HS: 2.9
 - T: 2.7
- Professionalism institutional: 3
 - GS: 3
 - HS: 3
 - T: 3

CLO Average Rating by Division
AY 2020-2021



1) did not meet, 2) approaching, 3) met, 4) exceeded)