

Executive Team Meeting Notes
October 23, 2018 | 8:30 – 11:00 a.m. | Room G2

Purpose Statement: *The Executive Team will meet and create a supportive environment in which to exchange information, solve problems, coordinate efforts, and create improvements that will benefit the college.*

Members:

Dr. Susan J. Wolff, CEO/Dean

Dr. Heidi Pasek, Chief Academic Officer

Ms. Mary Kay Bonilla, Chief Student Affairs and Human Resources Officer

Ms. Lorene Jaynes, Executive Assistant to the CEO/Dean

Ms. Carmen Roberts, Interim CFO

Mr. Lewis Card, Executive Director of Communications, Marketing & Development

Guests:

Ms. Shannon Marr, Big Sky Pathways Coordinator

Ms. Eleazar Ortega, Institutional Researcher & Data Analyst

Ms. Heather Palermo, Lifelong Learning Director

Ms. Dena Wagner-Fossen, Registrar

Ms. Charla Merja, Academic Success Center Director

Agenda

1. Montana Career Pathways Program	Presenters: Ms. Shannon Marr	ET Lead: Ms. Bonilla
<p><i>*See attachment 1.</i></p> <p>Shannon Marr joined the Executive Team to share more information regarding her role at the college. The Montana Career Pathways, formerly Big Sky Pathways, Grant leverages work we are already doing with dual enrollment and admissions outreach.</p>		
2. Academic Calendars – F19, Sp20, Su20	Presenters: Ms. Dena Wagner-Fossen	ET Lead: Ms. Bonilla
<p><i>*See attachment 2.</i></p> <p>Dena Wagner-Fossen presented draft academic calendars for AY20 – fall, spring, and summer. There is a need to create consistency between blocks regarding withdrawal dates for both the 8 week courses and any stringer classes taught in each semester. The Executive Team supported using 75% of term as withdrawal dates. Ms. Wagner-Fossen will bring forward necessary policy changes soon.</p>		
3. Work Ready Community	Presenters: Ms. Charla Merja, Ms. Heather Palermo	ET Lead: Dr. Pasek
<p><i>*See attachment 3.</i></p> <p>Heather Palermo, Joel Sims, and Charla Merja recently attended the ACT Workforce Summit in New Orleans. They will be bringing together a community group regarding workforce to help grow Great Falls as a Work Ready Community. More information regarding Work Ready Communities may be found at https://www.workreadycommunities.org/.</p>		
4. Academic Program Review Scores	Presenters: Ms. Eleazar Ortega	ET Lead: Dr. Pasek
<p>Eleazar Ortega shared the initial program review scores. This information will go to the Internal Program Review Committee per their procedures.</p>		
5. Relocation Procedure Change	Presenters: Ms. Bonilla	ET Lead: Ms. Bonilla
<p>Ms. Bonilla shared the relocation process has been updated to a more streamlined process with a flat rate.</p>		

Upcoming Events

October

- **MSU Administration & Finance Visit** October 24, 1:30-5:00 pm
- **Annual Soup Tour** October 31, 11:30am-1:00pm
- **Soup Tour/Costume Reception** October 31, 2:30pm, Heritage Hall

November

- **Election Day** November 6, Offices Closed
- **Service Saturday** November 19, 10:00am, St. Vincent De Paul
- **Veteran's Day** November 12, Offices Closed
- **Manufacturing Jobs Summit**, November 9, Kalispell
- **Board of Regents**, November 15-16, UM Missoula
- **Thanksgiving**, November 22-23, Offices Closed

December

- **Service Saturday** December 1, 9:00am, Rescue Mission
- **Holiday Luncheon** TBD

DUAL ENROLLMENT

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MONTANA CAREER PATHWAYS & DUAL ENROLLMENT

Presentation for Executive Team: October 23, 2018

Shannon Marr, Program Coordinator: Montana Career Pathways



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Who am I and why are you employing me?

- Montana Career Pathways Program Coordinator-responsible for writing and securing the competitive grant to use Perkins Reserve funds each year then implementing the approved grant activities
- Started in October 2016 in a re-organized format for this position
 - Now report to Student Affairs (previously held by Charla Merja and reported to Academic Affairs)
- GFC MSU utilizes my position to leverage some of the work already being done in the area of college and career pathways (i.e. Registrar: Dual Enrollment support; Admissions: outreach)




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Connecting Careers & Education



MCP


Montana Career Pathways

Montana Career Pathways is a vital education and workforce strategy.

Too many students don't understand how education connects to their future, and how to make good decisions that prepare them for college and career.

Montana Career Pathways helps students learn about career options that are in demand in Montana, and the types of activities (i.e. dual enrollment, work-based learning, pre-apprenticeships) they can engage in to prepare for their next step after high school graduation.

www.MUS.edu/MCP

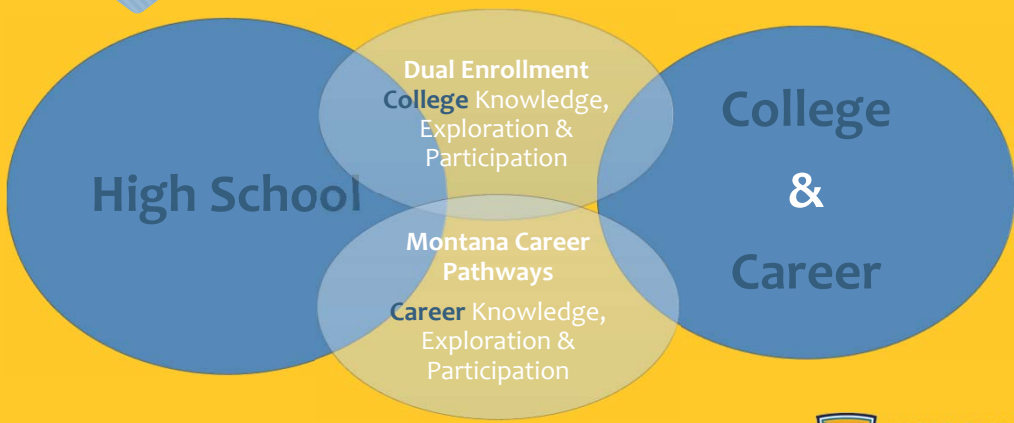


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Montana Career Pathways: early start on college and career




High School

Dual Enrollment
College Knowledge,
Exploration &
Participation

Montana Career Pathways

Career Knowledge,
Exploration &
Participation

**College
&
Career**



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Pre-2017: Big Sky Pathways

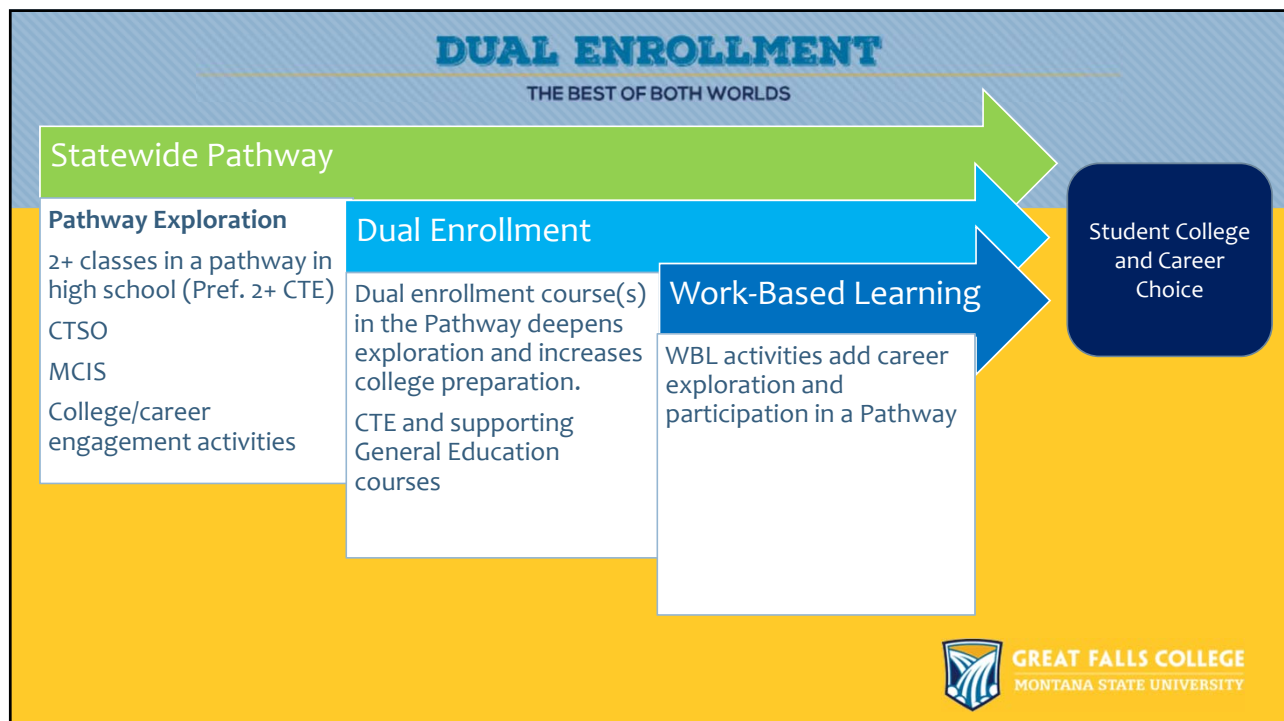
Post-2017: Montana Career Pathways

Why the shift in name and purpose?

- Students (and parents and counselors) need accessible, understandable information about postsecondary programs
- Formerly, each college worked on individual pathways with individual schools...resulting in paperwork overload and did not serve a large population of students
- Now, the statewide pathways are scalable to all high schools.
- Grant awarded campuses can now focus on activities that add value to pathways (like dual enrollment & exposure events), not focus on documentation




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Why do students, families, and schools participate in Dual Enrollment?

For Students & Parents:

- **Save Time.**
 - Explore different areas of interest so students can enter college with a pathway in mind and credits in hand.
- **Save Money.**
 - One-Two-Free: first 2 courses, up to 6 credits offered free
 - Credits after One-Two-Free are ½ the cost of regular tuition (at GFC MSU, cost is \$57.34/credit)
- **Ease In.**
 - Head start on college habits
 - Smoother transition once get to college
 - “Test the waters” with a little less risk

For High Schools:

- **Utilize teacher’s credentials**
 - Masters-level teachers can qualify to teach college level courses
- **Offer advanced coursework/specific CTE content**
 - Provides variety for students
- **Encourage college-going rates**
 - Students who start in dual enrollment are more likely to attend college


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Dual Enrollment across the state

- Montana is making large gains in dual enrollment: 6000 students in 2017-18
- Growing about 20% annually on average, 3x the last reported national growth rate (~7%)
- Approximately 15-25% of eligible MT students engage in dual enrollment
- This is a strategy that can help keep MT students in MT: 63% of DE students choose the MUS vs. 38% of MT high school graduates
- Also a strategy to help students start college with credits in hand and a more focused pathway toward degree



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Dual Enrollment & Student Success

Compared to students who do not participate in dual enrollment, MUS dual enrollment students outperform their peers in key areas.

- 16% higher rate of first year retention (84% DE, 68% non-DE)
- Higher freshman GPS (3.1 DE, 2.8 non-DE)
- Earn more credits in their first year of college
- The benefits are independent of high school GPA
 - Often “B” and “C” students make larger gains than “A” students when compared to non-participating peers... DE is a great transition strategy (vs. advancement strategy)



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So how does DE connect with Pathways?

- Dual Enrollment is one tool that help student exposure to career fields
- Students can take both “foundational” courses in particular pathways AND/OR general courses that satisfy multiple pathways and general education (CORE) requirements
- How does a student/family/counselor know what courses are best to take?

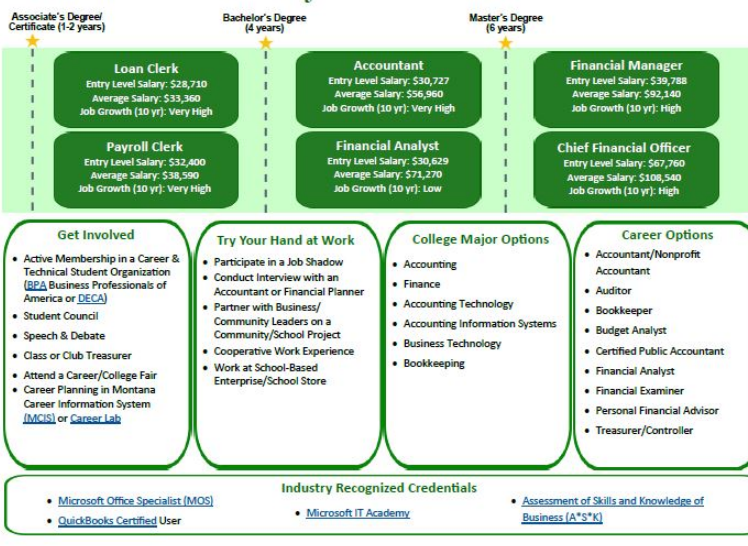


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Finance Career Pathway



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Finance Career Pathway

Complete all High School Graduation Requirements — Click [Here](#) for a Fillable Course Planner

	Recommended High School Courses	Recommended Dual Enrollment
High School	Finance Courses: <ul style="list-style-type: none"> Accounting Business Communications Business Law Business Management Computer Applications/Business Computer Applications Other Valuable Courses: <ul style="list-style-type: none"> Senior Year Math 	Business/Finance Courses: <ul style="list-style-type: none"> ACTG 101 Accounting I (ACTG101) Basic MS Office (CAPP131) Intro to Business (BGEN105) Professional Business Communications (BMGT205) Micro Economics (ECNS 201) Other Valuable Courses: <ul style="list-style-type: none"> Math: Statistics (STAT216), College Algebra (M121), Business Math (M108), Contemporary Math (M105) College Writing (WRIT101) MS Excel (CAPP156) Technical Writing (WRIT121)
	Look for online high school courses here: http://montanadigitalcode.mv.org/	Look for online dual enrollment courses here: http://www.mva.edu/quienov/portol/index.html
Postsecondary Programs in Montana	<div style="display: flex; flex-wrap: wrap; justify-content: space-around;"> <div style="text-align: center;"> HIGHLANDS COLLEGE OF MONTANA TECH </div> <div style="text-align: center;"> CITY COLLEGE MONTANA STATE UNIVERSITY BILLINGS </div> <div style="text-align: center;"> MISSOULA COLLEGE UNIVERSITY OF MONTANA </div> <div style="text-align: center;"> MONTANA STATE UNIVERSITY </div> </div>	
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	<div style="display: flex; flex-wrap: wrap; justify-content: space-around;"> <div style="text-align: center;"> MONTANA STATE UNIVERSITY BILLINGS </div> <div style="text-align: center;"> Flathead Valley Community College </div> <div style="text-align: center;"> MILES COMMUNITY COLLEGE </div> <div style="text-align: center;"> GALLATIN COLLEGE MONTANA STATE UNIVERSITY </div> <div style="text-align: center;"> DAWSON COMMUNITY COLLEGE </div> <div style="text-align: center;"> GREAT FALLS COLLEGE MONTANA STATE UNIVERSITY </div> </div>	

Health Professions Career Pathway

Associate's Degree/ Certificate (1-2 years)	Bachelor's Degree (4 years)	Master's/Doctoral Degree (6+ years)
Medical Assistant Entry Level Salary: \$24,206 Average Salary: \$30,580 Job Growth (10 yr): Very High	Registered Nurse (2-yr or 4-yr degree) Entry Level Salary: \$51,092 Average Salary: \$60,720 Job Growth (10 yr): Very High	Hospital CEO Entry Level Salary: \$ 63,290 Average Salary: \$80,400 Job Growth (10 yr): High
Dental Hygienist Entry Level Salary: \$62,950 Average Salary: \$71,310 Job Growth (10 yr): High	Medical Technologist Entry Level Salary: \$38,089 Average Salary: \$59,930 Job Growth (10 yr): Very High	Pharmacist Entry Level Salary: \$82,588 Average Salary: \$113,500 Job Growth (10 yr): High

Get Involved

- HOSA—Future Health Professionals
- Service Learning
- Student Government
- Student Council
- Student Athletic Training
- 4-H
- Career Planning in Montana Career Information System (MCIS) or Career Lab

Try Your Hand at Work

- CPR/First Aid Certification
- Registered Apprenticeships - Certified Nursing Assistant, CT Tech, Medication Aide, Health Administration, Pharmacy Tech, Medical Claims
- Job Shadow at a Medical Facility
- Mentorship
- Regional Area Health Education Centers offer:
 - B.E.A.C.H./Med Start Camp
 - AHEC

College Major Options

- Biomedical Sciences
- Nursing
- Pharmacy
- Clinical Laboratory Science
- Medical Assistant
- Health Administration
- Dental Hygiene
- Medical Claims Specialist
- Surgical Technology
- Health Information Technology
- Medical Reception

Career Options

- Medical Doctor
- Nurse
- Physical Therapist
- Health Information Technologist
- Medical Coder
- Dentist
- Healthcare Administration
- Athletic Trainer
- Radiologist
- Psychiatrist
- Surgical Tech

Industry Recognized Credentials

- Certified Nursing Assistant (CNA)
- Emergency Medical Technician (EMT)
- Behavioral Health Aide
- HealthCARE MT Apprenticeships to Certifications and Degrees
- Community Health Worker
- Phlebotomist
- Pharmacy Assistant/Technician
- First Aid/CPR

Health Professions Career Pathway

Complete all High School Graduation Requirements — Click [Here](#) for a Fillable Course Planner

	Recommended High School Courses	Recommended Dual Enrollment
High School	Health Science Courses: <ul style="list-style-type: none"> • Exploration of Health Careers • Nursing Assistant • Care of Athletes • Health Care Occupations (also available on MT Digital Academy) 	Health Science Courses: <ul style="list-style-type: none"> • Medical Terminology (AHMS144) • Health Professions (HTH101) • EMT Training (ECP131) • Emergency Medical Responder (ECP120)
	Other Valuable Courses: <ul style="list-style-type: none"> • Senior Year Math • Psychology • Chemistry • EMT • Healthcare Work Experience • Project Lead the Way—Principles of Biomedical Science • Career Planning • Biology • Computer Tech Skills 	Other Valuable Courses: <ul style="list-style-type: none"> • Math: Math for Health Professions (M120), College Algebra (M121), Pre-Calculus (M151), Statistics (STAT 216) • College Writing (WRIT101) • Electronic Health Records (varies) • Basic Human Biology (BIOH104/105) • Basic Anatomy (BIOH108) • Human Form & Function (BIOH113) • Medical Customer Care (varies) • Intro to Communication (COMX111 or COMX115) • Introduction to Sociology (SOC101)

Look for online high school courses here: <http://montanadigitalacademy.org/>

Look for online dual enrollment courses here: <http://www.mus.edu/dualenroll/portal/index.html>

DUAL ENROLLMENT

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What else will GFC MSU MCP work on this year?

- **INFORM specific audiences** about career fields & pathways through
 - LIFE Career Exploration Event (October)
 - Dual Enrollment Pathways Event (November)
 - College In a Day Event (January)
 - College & Career Prep Forum (March)
 - Partnering with Trades (Female Exploration event, mobile welding unit)
- **GROWN & ENHANCE dual enrollment options** within specific programs
 - Web-based resources (re-design on page)
 - Concurrent Dual Enrollment Faculty training and clinics
 - Teacher Training
- **EXPLORE pre-apprenticeships** (in Accounting Technology, Information Technology, Trades) that will integrate work-based learning and dual enrollment to address workforce demands

Preliminary Academic Calendar Outline Discussion

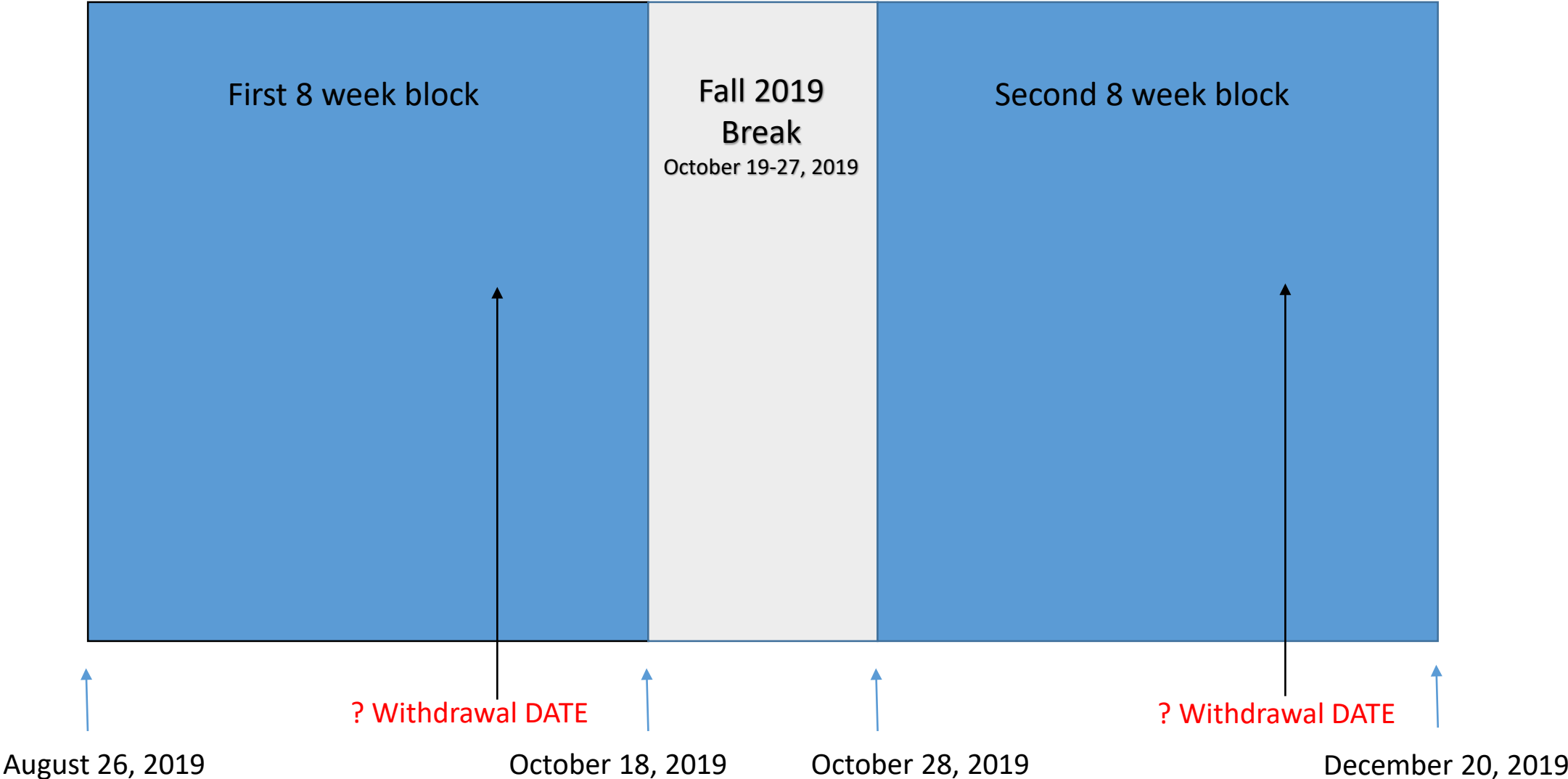
Fall 2019, Spring 2020 & Summer 2020

October, 2018

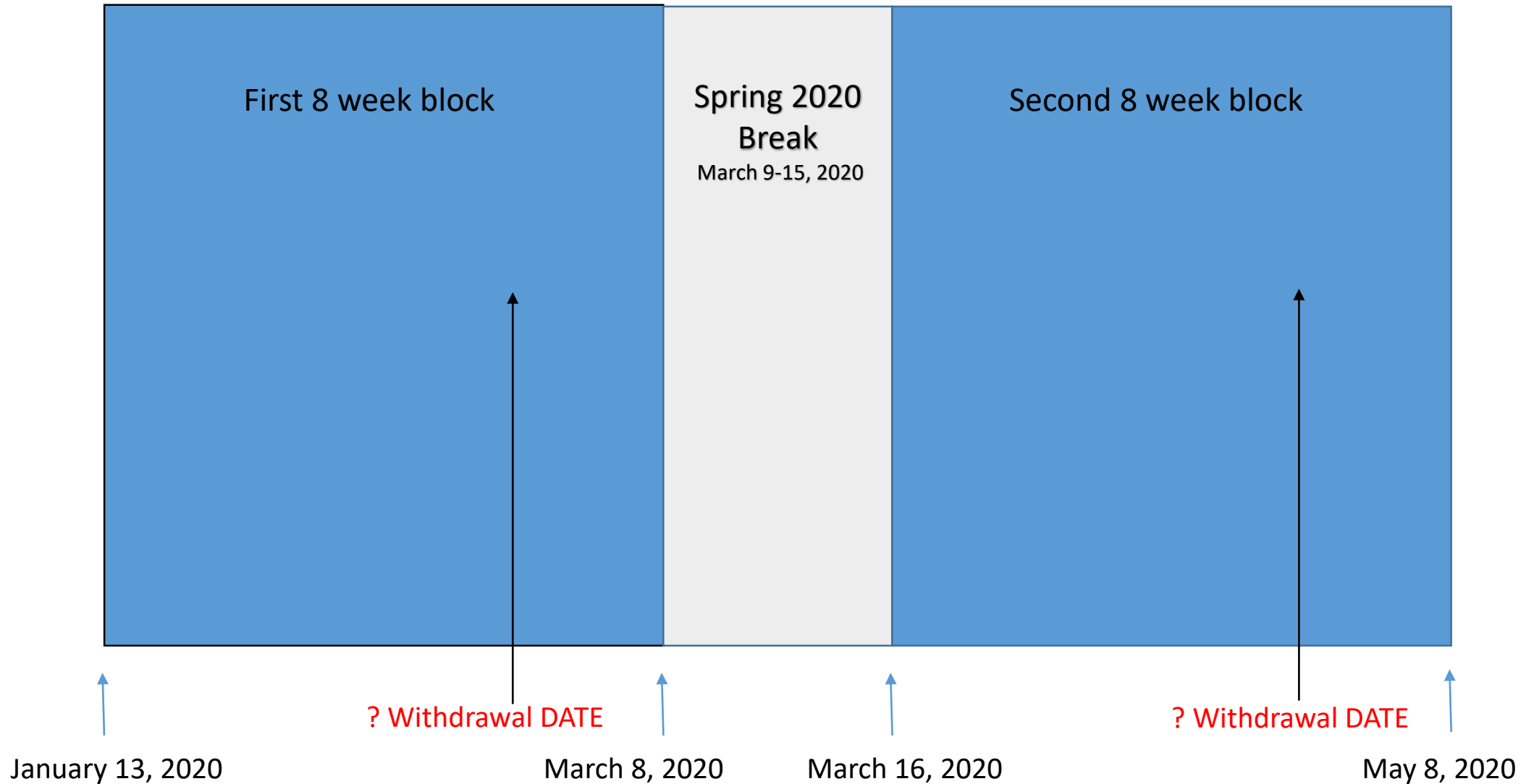
Preliminary Academic Calendar Outline Discussion

- Discussion and feedback needed about multiple dates for withdrawal with a W grade for different parts of term
 - What is a critical point in the block?
 - How do we create consistency for the different parts of term?
- Important notes about the academic calendar
 - It is critical that **all** courses are taught within the dates of block
 - Courses can **NOT** start prior to the semester starting
 - Courses can **NOT** meet during the fall/spring breaks
 - Courses can **NOT** meet after the semester has ended.
- Questions?

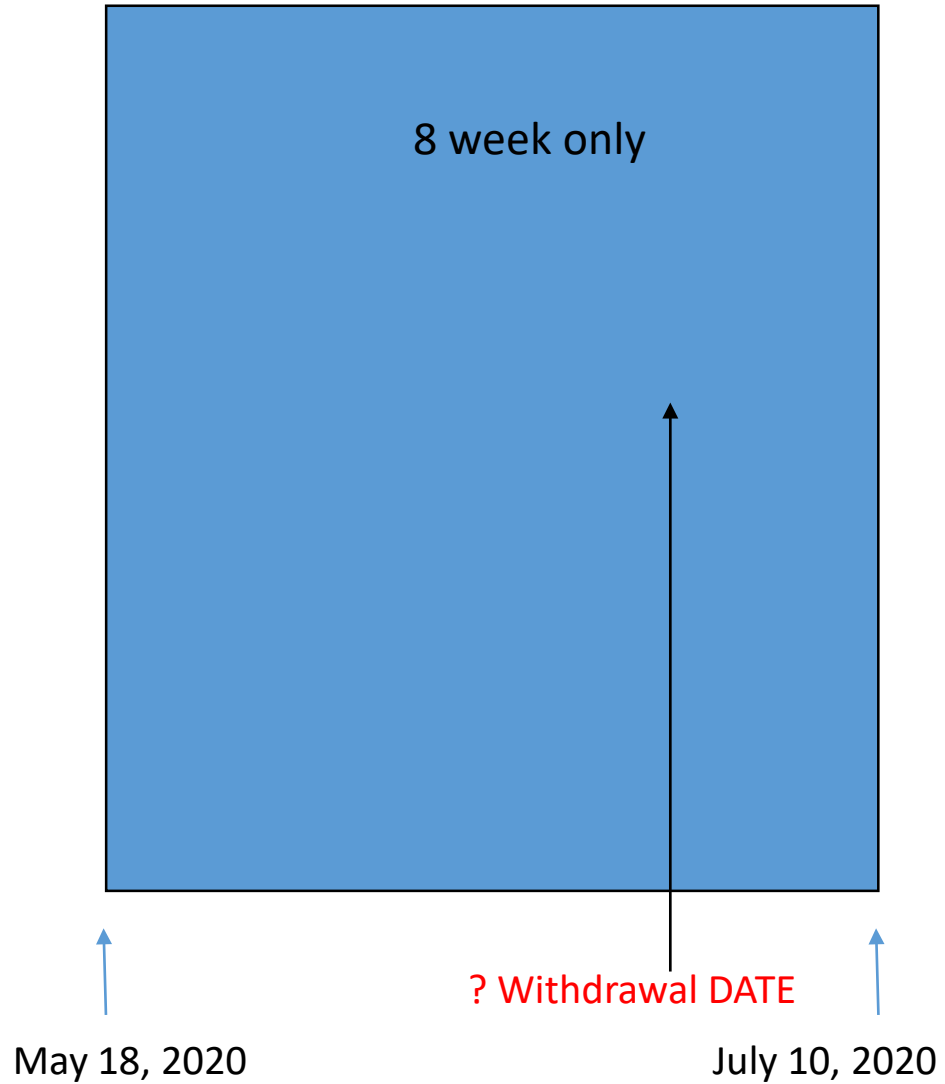
Fall 2019 Preliminary Academic Calendar Outline



Spring 2020 Preliminary Academic Calendar Outline



Summer 2020 Preliminary Academic Calendar Outline



Hit the Ground Running – The Case for Focusing on Workforce Development

Why Now?

- Fits with the 8-Week Advantage
- Fits the 3Ps – Purpose, Plan & Path
- There is a big community need
- The College is re-inventing itself
- There is a mindset shift happening

Why is Workforce Development Important?

- Employers need people now
- Employers can find people who fit culture but need training
- WFD isn't just trades – it is everything, even the transfer mission
 - Most of our students already work or eventually will be in the workforce
- Be part of the change in how people receive training
- Everyone is focusing on soft skills and people being work ready

What has/will Change?

- Higher Education Reauthorization Act if approved could allow financial aid for short term programs
- Industry Recognized Credentials are gaining steam, and may be more sought after if the HER Act goes into effect
- Apprenticeships are also gaining steam
- Employers are in desperate need of employees now – not in 16 weeks or more
- The community is really looking at recruitment/retention and there are groups working on this
- Might be some opportunities as we partner more with Northern and all of the MUS system

What can the College do?

- Consider offering Work Keys or being a Work Ready Community
- Support more Industry Recognized Credentials/Short-term programs
 - Articulate these to credits, so someone doesn't have to start at the beginning
- Re-convene the Workforce Development Board
 - Chamber, GFDA, GFPS, Business Associations, Colleges, City, County, State, Job Service, etc.
 - Should College lead this?
- Revamp COLS 103
- Become a place where innovative ideas are piloted through the State – OCHE, Grants, etc.

What is needed?

- Resources
 - Work Ready Communities – travel to boot camp and other trainings
 - Host meetings for Workforce Development Board
 - Possible restructure of divisions
 - Possible staffing
 - Funding for various tests
 - A shift in mindset
 - Overall college support