

**The University of Montana
Hamilton Higher Education Center
Annual Report for 2007-08**

The Hamilton Higher Education Center [HHEC] has completed its first full year of operation and this report chronicles the background, the progress made during the year, a brief assessment of the progress, plus a plan for the 08-09 Academic Year and beyond.

The HHEC was proposed by President George M. Dennison of UM to bring *the opportunity of University of Montana programs into the Bitterroot Valley*. In the spring of 2007, the President identified Frank Laurence as Interim Director. A Hamilton resident, Laurence has a Ph.D. and experience as an American Literature professor at other universities. Prior to the development of the HHEC, the UM College of Technology offered a sequence of Laboratory Technician courses in Hamilton in 2006-07, which continued in FY 08. Formal course offerings from the HHEC were initiated in the summer of 2007.

From the summer of 2007, through the summer of 2008, thirteen courses were offered through the HHEC for a total of 40.0 credits. Seventy-six enrollments generated 243 credit hours or 16.21 FTE. Appendix A lists the course information, by term, consistent with the intent for the Center to expand gradually. The summer, 2008, program was cancelled due to low enrollments, but overall, the HHEC experienced modest success during its first full year of operation.

The Interim Director leased office and classroom space in the Carriage House in downtown Hamilton, which proved to be quite adequate for the first-year program. Most courses were held in the main-floor conference room, and were scheduled from 5:00 to 9:30 four evenings a week and, when required, on Saturday mornings. These times were selected assuming that most students would be working during the day. Courses requiring a laboratory component were held at Hamilton High School, where there are fine laboratory facilities.

During the first year, Frank Laurence arranged for scholarship funding through an education philanthropist, Edward L. Hutton, who gave The University of Montana Foundation \$15,000 to support scholarships for Center students. These scholarships enabled many students to attend courses who otherwise would have been unable to do so. Procedures for distribution of the funding were based on MUS and UM scholarship policies. Approximately \$9,000 was awarded, leaving a residual of \$6,000 for FY 09.

The School of Education, under the leadership of Dean Roberta Evans, arranged to give the HHEC a Vision Net interactive video suite which enabled the offering of two graduate Educational Leadership courses to three teachers in the valley. The Dean felt this investment would ensure that public school teachers and administrators in the valley would have access to graduate education.

The College of Technology provided significant support for the Interim Director during the first year of operation. The support provided valuable assistance as well as insights into helping map out strategic directions during this time.

In FY 08, The University Of Montana provided \$125,000 base funding to support the HHEC with an additional \$35,000 pledged by the College of Technology to underwrite faculty salaries. The Interim Director of the HHEC, with assistance from the College of Technology, successfully managed these funds.

On July 1, 2008, Provost Engstrom moved the Hamilton Higher Education Center under the direction of Dean Sharon E. Alexander, Continuing Education. The purpose of the change was to provide greater administrative support and to assist in the development of a longer-range program plans for the Center. Provost Engstrom noted in the announcement memo of June 10, 2008 that...*Continuing Education's purpose is, in large measure, to coordinate and deliver education to students who do not reside on the main campus. Therefore, the mission, capabilities and expertise within CE are highly consistent with the needs of the HHEC.....Continuing Education...has existing working relationships with all of the academic*

units as well as support units such as IT. Therefore, the teaching needs related to the HHEC can be integrated into conversations about teaching needs already coordinated by CE.

In aligning the HHEC with Continuing Education, comprehensive long- and short-term planning has been established as an important first step. Several planning meetings have been held throughout July and August with Extended Learning Services [XLS], a department within CE, leading the discussion and based on the following priorities:

- Revisiting the mission, goals and objectives for the HHEC to more closely align them with the needs of the communities served;
- Highlighting the primary functions of the Director with the goal of helping him focus on local priorities;
- Identifying a cohesive group of program related courses and programs beyond this next academic year to ensure that the needs of local businesses and potential students in the Bitterroot are addressed;
- Identifying primary and secondary audiences for HHEC courses and programs;
- Assessing the financial outcomes for FY 08 and adjusting the FY 09 budget to ensure the availability of adequate funds for instruction;
- Determining working relationships and responsibilities, particularly related to UM policies and procedures.

At this time, the fall semester is nearly underway, with a complement of nine courses in place, each with significant enrollment.

In summary, the HHEC has been a successful program in its first year of operation and, with some adjustments, is looking forward to a even more successful second year. At the end of the second year, a thorough analysis will be conducted and we expect to come forward with a proposal to make the HHEC a permanent operation.

APPENDIX A
Courses Offered by the Hamilton Higher Education Center
2007-08

Term	Course #	Course Title	Credits	Acad Home	Enr	SCH	FTE
SU 07	BUS 103S	Principles of Business	3.0	COT	1	3	0.20
	COM 150S	Interpersonal Comm	3.0	COT	2	6	0.40
	CRT 100	Computer Literacy	2.0	COT	2	4	0.27
subtotal			8.0		5	13	0.87
FA 07	BUS 103S	Principles of Business	3.0	COT	5	15	1.00
	COM 150S	Interpersonal Comm	3.0	COT	4	12	0.80
	CRT 100	Computer Literacy	2.0	COT	9	18	1.20
	MAT 120	Elementary Function	4.0	COT	13	52	3.47
	WTS 115	Tech Writing	3.0	COT	3	9	0.60
subtotal			15.0		34	106	7.07
SP 08	ACC 132T	Accounting I	4.0	COT	7	28	1.87
	COM 160A	Oral Communications	3.0	COT	11	33	2.20
	PSC 100S	Intro American Govt.	3.0	CAS	4	12	0.80
	PSY 100S	Intro to Psych	4.0	COT	6	24	1.60
	SCN 195T	Issues in Biology	3.0	COT	9	27	1.80
subtotal			17.0		37	124	8.27
TOTALS		13 Courses	40.0		76	243	16.21

The following COT Lab Tech courses were offered in Hamilton, but not by HHEC

Fa 07	SCN 195T	Lab Tech I*	2.0	COT	20		2.67
SP 08	SCN 195T	Lab Tech II*	2.0	COT	22		2.93
Total Lab Tech		2 Courses	4.0		42		5.60