Montana Tech

College of Technology – Office of the Dean

February 15, 2012

Montana Tech's Plans for Bringing the Comprehensive
Two-Year Mission to Montana Tech's College of Technology

"Hold fast to the best of the past. Run fast with the best of the future."
– John F. Kennedy

I. Overview

A. This memo shall serve as Montana Tech's report on its implementation plans to extend/ expand the comprehensive two-year mission (transfer, workforce, developmental education/adult friendly, lifelong learning, and community development) to its College of Technology. Montana Tech is in full support of the principles of the College!Now initiative.

II. The Implementation Plans

A. Expansion of the Transfer Mission

Initiative	Current Status	Timeline	Budgetary issues
Associate of Science Degree Program - The purpose of the AS Program is to encourage and support traditional and non-traditional students who are interested in transferring to a 4-year degree program but who are not yet fully prepared in the areas of math and/or writing, as well as students who are unsure of their academic major.	This initiative is currently being implemented and expansion will be encouraged.	Starting in the Fall, 2011, Tech began offering the AS degree with its associated two-year cost at the COT.	Budget: Significant. Tech has supported this program with the hiring of an AS Director (1 FTE).
Expand General Education Courses – The concept is to increase the number of general education courses at the COT while continuing to partner with Tech's North Campus for courses requiring science labs.	Some Gen Ed courses are currently offered but expansion will be encouraged.	Fall, 2012	Budget: Moderate. This initiative will increase the adjunct budget at both the COT and the North Campus.
Evaluate Existing Student Services – As the number of transfer students increases, student service needs are expected to increase. Evaluation of evolving student needs (especially for adult learners, veterans and student-parents) will be important and valuable.	While Student Services regularly evaluates its operations, a focus on 2-year students should occur.	Ongoing and into future semesters.	Budget: Unknown. Student services expansion could have future budgetary implications.

Initiative	Current Status	Timeline	Budgetary issues
Explore the Development of a New Associate of Arts Degree Program – The purpose of this initiative is to have academic opportunities for non-STEM oriented students, including emphasis toward social service degree programs to address regional issues such as poverty, suicide and drug offense rates. Exploration of the need and viability of this degree program is imperative before proceeding.	Exploration of development of the program is non-existent at this time.	AY 2012-13	Budget: Unknown. The planned exploration of this initiative will help answer this issue.
Big Sky Pathways - A state-wide initiative between the 2-year institutions and the K-12 system, this program puts high school and college curricula in alignment to create a clear pathway for high school students who want to pursue post-secondary disciplines	Tech's COT has established 7 such pathways with 49 high school programs.	Began Fall, 2011. Expand as appropriate.	Budget: Minimal. This initiative is funded by the Perkins Grant.

B. Expansion of the Workforce Mission

Initiative	Current Status	Timeline	Budgetary issues
Explore the Development of a New Degree Program in Construction Management – This new program would be tailored specifically for local construction tradespeople. The intent is to give them a credential allowing them to move into higher-paying management positions. Exploration of the need and viability of this degree program is imperative before proceeding.	Exploration of development of the program is non-existent at this time.	AY 2013-14	Budget: Unknown. The planned exploration of this initiative will help answer this issue.
Just in Time/As Needed Training Modules – Focused on local and regional business, offer modularized training, such as: Commercial Driver's License, Road Crew Flagging, Height-work Rigging, OSH Safety Training, Concrete Testing, etc.	Modules currently exist in the Lineman Program.	Plan for expansion of the modules during AY 2012-13 and thereafter.	Budget: Minimal. This training could and should be self-supporting by fees paid by participants.

Initiative	Current Status	Timeline	Budgetary issues
Explore the Development of a New Degree Program in Sustainable Energy Technology – Solar and Geothermal – This new program could expand the current SET-Wind Program into other areas of sustainable energy. Exploration of the need and viability of this degree program is imperative before proceeding.	Exploration of development of the program is non-existent at this time.	AY 2013-14	Budget: Unknown. The planned exploration of this initiative will help answer this issue.

C. Expansion of the Developmental Education/Adult Friendly Mission

Initiative	Current Status	Timeline	Budgetary issues
Explore the Creation of a Department of Developmental Education – The purpose of exploring the creation of this new COT department is to raise the awareness of, profile of and support for the unique needs of students who score into developmental math and writing, with the intended purpose of getting them up to speed and on track for degree completion.	Department is non-existent at this time. Currently, developmental education occurs with adjunct instructors.	Plan for AY 2013-14.	Budget: Unknown. The planned exploration of this initiative will help answer this issue.
Partnership with Regional School Districts (Butte, Anaconda, Whitehall & Deer Lodge) – Continue and redouble efforts to increase partnerships in areas such as Compass testing.	Some work ongoing with Anaconda & Deer Lodge.	Ongoing and expansion as allowed by K-12.	Budget: Minimal. Could be handled by Chair of Department of Developmental Education.
Student-Parent Mentor Program – This program offers mentoring services specifically to the needs and at the times beneficial to students who are parents.	Ongoing	Created in the Fall, 2011 semester.	Budget: Minimal. Currently Perkins Grant funded.
Student Tutoring Program – This program offers tutoring (primarily in Math and Writing). Tutoring is coordinated by staff and conducted by faculty and students.	Ongoing	Ongoing.	Budget: Minimal. Currently Perkins Grant funded.
Expanding Scheduling – The concept here is to offer courses at times which are more adult friendly (i.e., evenings and weekends). Grant applications will continue to be made to seek funding for this experimental initiative.	Somewhat ongoing with limited evening classes.	Ongoing.	Budget: Minimal. Grant applications require time and effort of existing staff.

D. Expansion of the Lifelong Learning Mission

Initiative	Current Status	Timeline	Budgetary issues
Increase Focus on Non-Traditional Students – Charge External Advisory Board to conduct a systematic and rigorous review of the opportunities to meet the unmet needs of this population.	Non-existent at this time.	Start work in Spring, 2012 semester	Budget: Minimal.
Community Education – Partner with the Butte School District to offer non-credit community education courses.	Began Spring, 2012.	Ongoing – expand in future semesters.	Minimal. This program is funded and run by the Butte School District. Tech provides space at the COT.
Expanding Scheduling – The concept is to offer courses at times which are more adult friendly (i.e., evenings and weekends).	Somewhat ongoing with limited evening classes.	Ongoing.	Budget: Minimal. See note above under Adult Friendly.
Examine Recruitment Efforts – During regular meetings of Enrollment Services, explore efforts as they relate to lifelong learning initiatives.	Ongoing	Ongoing	Budget: Minimal.
Awarding Credit for Experiential Learning - Tech will participate fully in the ongoing MUS statewide Council for Adult and Experiential Learning (CAEL) Adult Learner Focused Institution (ALFI) Assessment Process.	Somewhat ongoing. Arguably, Montana Tech already does a form of experiential learning, that is challenge course testing.	Spring, 2012	Budget: Moderate. Tech has hired a consultant to assist it in this initiative.

E. Expansion of the Community Development Mission

Initiative	Current Status	Timeline	Budgetary issues
External Advisory Board – The Board will serve significant functions of offering good advice and counsel to the Dean of the College of Technology and the leadership of Montana Tech regarding matters such as: An identification of the skills they want and need in COT graduates and help in building relationships across the community with Tech's COT.	Not yet in existence but partnered with UM Missoula COT to create charter and bylaws.	Formation during the Spring, 2012	Budget: Minimal. Request College!Now/ Lumina consultant for organizational assistance.

F. Related Additional Initiatives

Initiative	Current Status	Timeline	Budgetary issues
Program Prioritization Exercise – The COT will conduct a Program Prioritization Exercise. The purpose is to review all existing COT programs to attempt to make a determination of their current and future viability and sustainability and to further contrast the existing programs with potential future degree programs.	Review has not yet begun.	Summer, 2012	Budget: Minimal.
Name Change – Tech understands the OCHE mandate of incorporating affiliation, mission and location into its new name. The following names were reviewed (in alphabetical order): Butte College, Continental Divide College, East Ridge College, Highlands College, Mile High College, Mining City College, Pintlar College, Silver Bow College.	While there is no clear consensus regarding a new name, the following name received the most positive preferences: Montana Tech's Highlands College.	Spring, 2012	Budget: Moderate. Costs include changes in signage, stationary and staff time to accomplish same.
Full Service Front Office – A fully functioning front office would be valuable – functions including: Business, Recruiting, Admission, Financial Aid and Registration	Budget approval has been given to pursue this initiative.	Search to begin during the Spring, 2012	Budget: Significant. 1 FTE – Requires retraining of existing staff as well as the addition of an additional staff person.
Dual Enrollment - Tech coordinates its dual enrollment offerings through its Outreach Office.	Tech has a robust dual enrollment program.	Ongoing.	Budget: Minimal. This program is already institutionalized into the budget.
COT Recruitment Review – COT would benefit if recruitment could be fully focused on the students and regions from which the huge majority of two-year students hail – southwest Montana. A review will be conducted to determine if the COT should have its own full-time dedicated recruiter .	2-year recruitment is currently folded-in with 4-year.	Review to begin Summer, 2012.	Budget: unknown. The planned review will help answer this question.
Refreshing/Updating the COT –The entire COT facility needs to have a refreshed look and feel.	The COT has the same look, feel and paint which existed when the facility opened as the Butte Vo-Tech in 1978.	Summer, 2012	Budget: Significant. The COT has adequate building fees to put this initiative into effect.