Director’s Report

Related Supplemental Materials:
1. College Enrollment Update – Fall 2015
2. Continuing Education Offerings – Fall 2015

Communications & Comments:

1. College enrollment for fall 2015: Day prior to fall census (15th day of instruction) FTE is 117.1 (119.2 if streamed IT courses are included) and Headcount is at 202. Fall 2015 FTE was 112.3; FTE increase between fall 2014 and 2015 is currently at 4% (or 6% if streamed IT courses are included). Fall 2014 Headcount was 198; Headcount increase between fall 2014 and 2015 is currently 2%.

2. Continuing Education: Fall courses start in October and November; see accompanying schedule for course list; first CDL mobile school launched in August in Butte; 9 students completed 3 weeks of classroom work in Butte (Highlands College) and then came to Hamilton for 1 week of driving training (this is ongoing); all Butte students to date have passed CDL licensure exam.

3. RevUp Montana (formerly SWAMMEI [TAACCCT III]): BC Fab Lab has moved into space at 404 South 1st Street, Hamilton (old Bitterroot Video, south of Safeway); Tom Engelmann (BC Applied Computer adjunct faculty with Fab Lab) wrote a $7,000 grant for CNC mill and wire bender to expand Fab Lab design capacity; Roch Turner is working with Darby High School robotics class to 3D print component parts for students’ designs; list of fall Fab Lab continuing education courses coming soon.

4. HealthCARE Montana (TAACCCT IV): Jenny Moore working closely with Missoula College grant team on informing students of grant direction and keeping informed of possible curricular changes re: LPN and RN programs and health professions foundation courses.

5. National Endowment for the Humanities (NEH) Grant: Elena Garrison (BC Business Technology adjunct faculty) wrote and submitted a $100,000 grant in late August on behalf of the Bitterroot College. Proposal focuses on integrating ethics across the Bitterroot College curriculum and providing public lectures to engage the community in conversations on ethics. Grant award decision expected in March 2016.

6. Dental Hygiene Program Proposal: Bitterroot College is pursuing the establishment of a Dental Hygiene Program. A Dental Hygiene Academic Advisory Board has been formed. Terry Ryan has been instrumental in initiating this effort. Roch Turner will be submitting a preliminary curriculum proposal to the UM Faculty Senate in October. The objective is to have the Board of Regents approve development of this program at their January 2016 meeting. The earliest the program could be enrolling students would be fall 2017.

7. Staffing: Beth McHugh, Learning and Testing Center Coordinator, accepted a job at Hamilton High School as an English teacher late in August. Recruitment for a new Learning and Testing Center Coordinator is ongoing and should be complete by October 1. The College is working with UM Health Services to establish a Mental Health Counselor position at the College. The goal is to fill this position by November 1. Funding for this new position is to come from Bitterroot College students’ health services fee. Finally, the BC is restructuring the Advising and Enrollment Services Coordinator position (Kathleen O’Leary’s position). This position will be vacated and a new position—BC Academic and Student Affairs Director—will be recruited for, with the intent that the new position is filled by mid-October.
8. New Location – 103 South 9th Street. The Bitterroot College has now fully relocated to the Westview building. Students, faculty, staff, and community members seem to all approve of the new facility. Classrooms are considerably more spacious and there is far more room for students to study and congregate. Issues which are still outstanding include:

- **Switching from a local data network to the UM data network:** CenturyLink is providing the circuit to establish this connection, however we are probably still 50 days out until the circuit is in place and operational.
- **Opening the gym to student, faculty, staff and community use:** The last of the remodeling money will be spent on putting windows in the gym (about $15,000), however due to asbestos issues as well as ordering custom-made windows, the completion of this work is not likely until the end of October.
- **Painting the exterior of the building:** There is not enough remodeling money remaining to contract out for this task (estimated at about $8,500), however, Trapper Creek Job Corps (JC) Painting Trades has offered their labor free of charge to complete this project. The BC will need to raise about $1,750 for the cost of paint. Unfortunately, due to previously scheduled jobs, Trapper Creek JC cannot start this project until spring 2016.
- **Food Service/Concessionaire:** Moving proved to be more time consuming than anticipated, consequently, the request for bids for food service at the BC has not yet been released; we are intending to have a concessionaire identified no later than November 1.