Bitterroot College Advisory Council Meeting
Director’s Report / Victoria Clark
Wednesday, October 21, 2015

Director’s Report

Related Supplemental Materials:

- College Spring 2016 Schedule
- Continuing Education Fall 2015 Schedule – courses have been added since dissemination of September schedule

Communications & Comments:

1. College enrollment for fall 2015: waiting on final data from UM Office of Planning, Budget, & Analysis; initial understanding is that BC was slightly ahead of last fall’s FTE and headcount; registration for spring 2016 courses opened for BC students on October 19 – too early for any data.

2. Continuing Education: fall courses are still being added; new courses include a Mixed Media art course and three FabLab courses in computer design and programming; CNA program started Oct 17 with seven students; local CDL class started Oct 5 with three students; final Butte CDL student is completing field training; the other seven Butte CDL students all passed CDL exam.

3. RevUp Montana (formerly SWAMMEI [TAACCCT III]): Welding CAS cohort number for fall 2015 is 8 students; Advanced Manufacturing FabLab received $7,000 from the Educational Development and Stimulus Fund for the purchase of a CNC mill and wire cutter – Tom Engellmann (BC computer support adjunct) wrote the successful grant; FabLab also submitted a grant proposal to the Montana Space Grant Consortium for $37,000 for development of a robotics program – Roch Turner (BC Workforce Programs) wrote this proposal.

4. HealthCARE Montana (TAACCCT IV): Jenny Moore continues to work 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; Moore is also investigating expanding BC CNA program and adding a one-semester Phlebotomy Certificate of Technical Skills.

5. Kathleen O’Leary (BC Advising & Enrollment Services) is working at the state level on Montana’s Prior Learning Assessment (PLA) initiative and serving on the statewide Placement Testing workgroup. Dr. Elena Garrison (BC Business Technology adjunct) was nominated by the BC for this November’s DACUM (Developing a Curriculum: http://dacum.osu.edu/) Facilitator Training Institute to be held at the UM.

6. Dental Hygiene Program Proposal: UM Provost Perry Brown has completed his initial internal review of the BC Dental Hygiene Curriculum. Roch Turner and Victoria Clark are engaged in revisions and will resubmit to the Provost in November.

7. Staffing: Interviews for the new Learning & Testing Center Coordinator are scheduled for the week of November 2. The BC has been cleared by UM Vice President Theresa Branch for an on-site Mental Health Counselor; the College is now working with UM Health Services to finalize the recruitment process. Finally, the new BC Academic and Student Affairs Director position has been cleared by UM Human Resources Services for recruitment; position posting should occur week of October 19.

8. Safety at the Bitterroot College: Patty Skinner (BC Operations) has been working with the Hamilton Police Department, the Ravalli County Sheriff’s Office, and the UM Police to update BC Armed Intruder procedures. Upcoming additions to security will include security cameras, classroom lockset upgrades,
and exterior room numbering. Additional safety, emergency, and awareness training is being planned for staff and faculty.

9. New Location – 103 South 9th Street. Outstanding issues:
   - BC is now on the UM network, but at limited bandwidth. CenturyLink switch for 100 Mbps is due for installation and activation by end of November.
   - Addition of windows in the gym is waiting on scheduling from asbestos abatement company. Could still happen by end of November, but may be delayed through mid-December.
   - Painting the exterior of the building will be completed by Trapper Creek Job Corps in spring 2016.
   - Food Service/Concessionaire bid process is proving time intensive; BC is now planning to open the bid process in mid-November.