

January 1, 2018		
CTE Programs Activities	Working Notes	Final Report
1. Identify two new Program ideas	<ul style="list-style-type: none"> • Ophthalmic Technician ITC/AAS – no training programs in the area, local optometrists support the idea. • Culinary Arts ITC/AAS – overlapping or combined with hospitality management • Fire Service Technology AAS – demand from local firefighters and the city • Robotics Training Option – part of industrial electronics program (option or changes) 	
2. Assess course delivery schedules to enhance enrollments	We are exploring the audience for these potential delivery schedules. Some BTS courses are currently offered in the late afternoons. As part of the new building plans, we are looking at a potential weekend college or evening courses outside of the cohort model for some programs	
3. Ensure all full-time and adjunct faculty teaching online have completed the Quality Matters training [Plan]	All CTE faculty have either started the QM training or have planned dates to complete this training in the first quarter of 2018.	
4. Review Idaho Department of Labor, Business Insider, and student preference data to determine if additional new programs can be added to our menu	This is an ongoing process as we communicate with the Department of Labor to help determine needs in the area. There are currently no significant gaps in programs and needs.	
5. Complete activities in the “Relabel/ Clarify Programs” section of this plan	We are working with the BTS programs of Administrative Assistant, Medical Office Assistant, and Legal Assistant to attempt to build an umbrella program that may also include additional business technologies as suggested by various advisory groups.	
6. Identify two courses that can be reconfigured and offered for non-majors	Web Design and Development is a course that is offered for non-majors and has been communicating with computer science degree-seeking students to expand this offering.	

	We are exploring an Introduction to Auto Mechanics course that can be available for any students as an elective, but can still be applied to the auto mechanics majors.	
7. Address 'choke points' and interventions in key courses	This is also an ongoing process by faculty in all courses at all times. The largest choke point identified currently is the college readiness of students to work with and complete college courses.	

June 30, 2018/ June 2019		
8. Develop focused Program Plans for Interdisciplinary A.A.S. degree	Each division has two program plans for interdisciplinary degrees and Kati understands the process and options to describe to potential students.	
9. Develop one (1) new Articulation Agreement that supports student transition to other regional institutions for majors not offered here, or for graduate programs	We are currently working, through the BAS transition process, to get articulation agreements between CTE and the school of professional studies in Early Childhood-Teacher Education, Applied Accounting-Accounting, and Business Management-Business	
10. Weekend/ Evening college: Develop one program to be delivered via hybrid format with in-class meeting sessions delivered in the evenings/ on the weekends	We have not developed a program in this direction yet, we are exploring options	
11. Explore which programs can be offered over 12 months to support on-time completion	We have not developed a program in this direction yet, we are exploring options here as well	
12. Identify three (3) courses that can successfully be offered in a 2 week block [Intensives]	Much of our new development time has been working with SEL on the new program there. This next year items 10-12 should receive more focus from CTE	
13. Develop two (2) campus recruitment events which bring students to campus to explore specific majors	The career showcase event and Dream It Do It were held on campus in the past year	

Ongoing/ Later		
14. Ensure all full-time and adjunct faculty teaching online have completed the Quality Matters training	All faculty have completed this training	
15. Support Student Affairs in the development of webpages focused on “What Can I Do with This Degree?”	CTE web pages do list careers with the degrees	
16. Reconfigure classroom spaces to increase class size	We have more space in classrooms now – we can fit more students in nearly every program based on physical space	
17. Collaborate with Student Affairs to market the majors/ programs listed in this Plan.	Continuing coordination between Katie from CTE and student affairs and marketing and admissions	
18. Continue Implementation of 2016 Summer School Plan		