



## State Executive Leadership Team Meeting

9/23/13

### SELT Board Room

*SELT partners collaborate to create the tools and an environment resulting in seamless transitions for students to embrace lifelong learning, achieve their full potential, and be positive contributors to their community and society.*

Attendees: John Cech, TJ Eyer, Mary Kulawik, Kali Wicks, and Steve York

#### 1.) Welcome

- o Agenda was approved.
- o Minutes of 8/26/13 were approved.

#### Non-agenda Items

John-

- o Attended last week's Economic Summit and Main Street Montana and Governor meeting, discussed workforce training and dual credit.
- o Superintendent Juneau spoke to the Regents the following morning about dual credit and our pathways work.
- o Butte, Havre, and Billings pathways grants did not make the mark; this was communicated to those campuses and received the chancellors' attention.
- o Handout-information regarding a negotiated BSP Pathways 2014 reward for City College, Highlands College, and MSU Northern; the plan includes quarterly calls; these campuses are still on probation.

TJ-We need to keep those communities engaged.

Kali-These campuses will have attendees at the upcoming BSP retreat.

#### 2.) Big Sky Pathways Submission Kit

- o Kali put these together to work with until MCIS is updated.
- o The kit lays out POS requirements and the Guide; includes draft worksheet on how to make a POS and template listing all high school and postsecondary classes; discussion ensued about wording of the worksheet.
- o Current templates are similar, slightly outdated; some counselors who are entering information want an easier way.
- o Steve, on the other hand, is getting pushback from other school staff to not re-invent the wheel.
- o TJ suggested we review all our documents at each SELT meeting; current approval document needs to be reviewed.
- o Whom does the checklist benefit? Its original purpose was as an assurance piece when pathways were unfamiliar.
- o For secondary pathway to be implemented, superintendent or principal has to be involved.
- o Tuning=curriculum alignment/gap analysis; the evaluation form at the end of each section of the Guide is about curricular alignment.
- o Kali- Feedback from the last training was such a submission kit needs to be included.
- o TJ-We need to discuss the submittal process, including timing.

- Kali proposes to update pathways when there are changes and these are submitted.
- Tracking
  - No system is in place indicating when pathways were submitted; should we send out reminder letters?
  - John-Every MUS program undergoes a five-year review; at the OCHE level, this verifies that all pathways have also been reviewed; possibly use an Access database (which includes information like submission date and 5-year approval date) to sort and create whatever report needed.
  - At OPI, there is encouragement to migrate to Share Point, but SP does not run reports.
  - Another possibility is to set up tracking in the E-grants system.
  - **Action Step: Kali can ask OPI staff how this would look: can MCIS run reports?**
- Kali-this process has a timeline; the group discussed the deadline, given the timing of the registration process. Anything after March 1, 2014 will be for 2015/16.
- Those present discussed in-person vs. electronic meetings.
- **Action Step: TJ sends Kali a paragraph; describes to OPI specialists that this is a dynamic process.**

Next SELT Meeting

October 28<sup>th</sup>, 2013 – 10-11:30 a.m., SAM Board Room