

Mountwest Administrative Procedure

Academic Unit Restructuring

This procedure sets forth the realignment of programs for the academic division of Mountwest Community and Technical College. The restructuring is necessary in order bring greater focus to division efforts and to increase faculty synergy through common discipline-based groupings.

The academic unit of the college shall consist of two divisions, the Career and Technical Division, and the Liberal Arts and Transfer Division.

The focus of the Career and Technical Division shall be educational programming, degrees and certificates that lead directly to employment.

The focus of the Liberal Arts and Transfer Division shall be general studies, developmental education, and educational programming that leads to baccalaureate transfer.

In order to facilitate this restructuring, the following programmatic shifts shall occur upon adoption of this procedure:

- 1) The following programming areas and faculty in the Liberal Arts and Transfer Division shall become part of the Career and Technical Division:
 - a. Electronics
 - b. Biomedical
 - c. Welding
 - d. Machinist
 - e. Engineering
 - f. Technical Studies

Faculty members Maxson, Triplett shall be reassigned to the Career and Technical Division

- 2) The following programming areas and faculty in the Career and Technical Division shall become part of the Liberal Arts and Transfer Division:
 - a. Life Sciences
 - b. Biology
 - c. Anatomy and Physiology

Faculty members N. Smith, Black, Fleischman, Swolsky shall be reassigned to the Liberal Arts and Transfer Division.

- 3) The following programming areas and functions will report directly to the Office of Vice President for Academic Affairs (once established):
 - a. Continuing/Corporate Education and off campus programs (non-credit)
 - b. Distance Learning
 - c. Academic Skills Center
 - d. Resource Center
 - e. Technical Coordination of off campus credit programs
 - f. Institutional accreditation liaison responsibilities
 - g. Board of Governors AAS

- 4) The following programming areas will report directly to the Office of the President
 - a. Institutional Research

- 5) Military Programs shall be reassigned to student services.

- 6) Contract training to be reassigned to the Chairs. Revenue over expenses to go to the departments.

- 7) Laboratory and program fees shall be shifted to the appropriate division.

Effective date: July 1, 2013

Approved by: Dr. Keith Cotroneo, President



May 13, 2013