

METRO TECH
ACCREDITATION
APPLICATION
2025



Technology Center Overview

Metro Tech (MT), located in Oklahoma City, Oklahoma, is a Career and Technology Education district dedicated to providing high-quality training to the community and is a vital part of Oklahoma's workforce development system. Metro Tech's vision is to be recognized as a strategic partner in economic development where all individuals have access to a relevant, career-focused education. With a mission to prepare people for employment and life in a global society, Metro Tech is committed to equipping students with the skills and knowledge necessary to thrive in a competitive workforce.

Operating across four campuses, Metro Tech offers a variety of full-time and short-term programs as well as customized training designed to meet the evolving needs of students and local employers. These programs cater to a wide spectrum of interests and skill levels, encompassing a variety of technical fields and industry certifications. From advanced manufacturing and healthcare to culinary arts and information technology, Metro Tech provides students with the practical skills and knowledge needed in today's competitive job market, striving to ensure that every learner can find a pathway that aligns with their interests and career aspirations.

Metro Tech collaborates closely with industry partners to ensure that the curriculum remains responsive to economic and workforce demands. This commitment to stakeholder engagement not only enhances the educational experience but also drives innovation within the workforce. Through this comprehensive approach to workforce education, Metro Tech plays a vital role in shaping the future of Oklahoma City's economy and empowering its students to achieve their full potential.

A. ENVIRONMENT

a(1) Instruction and training offerings and support services:

MT provides three educational arms: full-time programs, short-term courses, and customized business and industry training. Full-Time Programs (FTP) offer career training programs that lead to certification and licensure. High school students enrolled in FTPs receive elective credit and, in some programs, academic credit toward graduation. Select programs provide students the opportunity to earn college credit.

MT provides full-time career majors for high school sophomores, juniors, seniors, and adult students of any age. Program lengths range from 10 months to two years and lead to certification or licensure. MT offers 36 program offerings within 32 career pathways (Figure TCO 1). Embedded programs have also been added within OKCPS and Millwood school districts. Programs may be high school only, adult-only, or have a combination of adult and high school students. High school students enrolled in occupational programs receive elective credit, and some programs have an option for a math or science credit. Through our college articulation agreements and the option of concurrent enrollment, students can also earn college credit.

FULL-TIME PROGRAMS FOR HIGH SCHOOL AND ADULT STUDENTS

1. Accounting Associate	19. Graphic Design
2. Aviation Maintenance Technician	20. HVAC Technician
3. Aerospace Maintenance Foundations	21. Law Enforcement Officer Prep
4. Automotive Service Technician	22. Legal Office Assistant
5. Barbering	23. Master Instructor
6. Barbering Crossover	24. Term Care Aide
7. Basic Peace Officer	25. Medical Assisting
8. Biomedical Science Academy	26. Medical Office Specialist
9. Combination Collision Repair Tech	27. Multimedia Journalism
10. Computer Science Academy	28. Nursing Services
11. Cosmetology	29. Practice Master Instructor
12. Culinarian	30. Practical Nursing
13. Cybersecurity Network Specialist	31. Pre-Engineering Academy
14. Digital Cinema	32. Project Search
15. Early Care & Education Master Teacher	33. Radiologic Technology
16. Electrician Assistant Unlimited Complete	34. Residential Carpentry
17. Entrepreneurship	35. Surgical Technology
18. Firefighter Service/EMT	36. Welding

Figure TCO 1: Full-Time Programs for High School and Adult Students

Our Economic Workforce Development department offers Short-Term (ST) training courses for adults desiring professional or personal enhancement. These Adult Career Development (ACD) courses target specific skills or credentials and are offered at a nominal cost. Examples of ST courses include nurse refresher, welding basics, and digital photography. ST courses provide training for students who may not have the time or the resources to complete a FTP.

ST courses focus on serving community members looking to enhance their skillset or learn a different trade or hobby. Many ACD students take classes that can help them transition into a new career path. In contrast, some students take courses to meet the continuing education required to keep a license or certificate. Additional courses focus on personal enrichment, such as computer classes for seniors, upholstery classes, or a foreign language class.

The Wellness and Outreach department continues to offer affordable wellness courses to the public for \$15 per six week class. The program known as MetroFIT provides group fitness classes including Pilates, Tai Chi, Line Dancing, Kickboxing, Self-Defense and Healthy Eating to name a few. MetroFIT is intentionally designed to address the health disparities faced by communities surrounding the Springlake campus, located in the 73111 zip code. This area continues to experience some of the highest rates of early death and food insecurity in Oklahoma. These challenges, often rooted in poverty and lack of access to preventative health resources, make wellness education and fitness opportunities a critical need. Through MetroFIT, Metro Tech remains responsive to the needs of our community by removing barriers to physical activity, promoting holistic wellness, and fostering a sense of connection, healing, and empowerment. By offering accessible fitness options, MetroFIT

continues to serve as a vital community resource, improving quality of life and supporting lifelong health for our area residents. Programs are offered to employees and students to enhance productivity. A comprehensive list of ACD offerings can be found [HERE](#).

MT's Business and Industry Services (BIS) provide customized education, training and support services ([Figure TCO 2](#)). MT plays an active role in Adult Education and Family Literacy (AEFL) initiatives and maintains a strong workforce partnership with Central Technology Center through its truck driver training program. To enhance the efficiency and impact of its Economic and Workforce Development (EWD) division, Metro Tech has reorganized staffing to better support high-quality training delivery. The creation of key roles such as a Program and Curriculum Developer ensures consistent instructional quality, while a Business Development Liaison strengthens industry recruitment and employer engagement. These roles complement and reinforce the work of the Workforce Development Coordinator, streamlining services across programs. Additionally, relocating the EWD division to the district's main campus will improve accessibility, collaboration, and visibility within the broader Metro Tech community.

BUSINESS AND INDUSTRY OFFERINGS	
• Small Business Management	• APEX Accelerator
• Workplace Health & Safety	• LEAN
• Leadership & Supervisory	• Project Management
• Microsoft Office	• PHR/SPHR Certification Prep
• Adobe and Apple	• Safety

Figure TCO 2: Business and Industry Offerings

Other Support Services are essential to student enrollment, instruction, retention, and placement. MT's approach to supporting students is critical to eliminating barriers that would keep them from enrolling or completing their training. Coupled with our placement services, these supports provide a seamless transition to employment. Our approach to education includes a dedicated team, who contribute to the success of our students by providing career and business counseling, assessment, Financial Aid (FA), employment services, computerized academic centers including ESL (English as a Second Language), childcare, disability services, and bus transportation.

MT's Other Support Services are listed in [Figure TCO 3](#)

OTHER SUPPORT SERVICES	
• Financial Aid Services	• Transportation
• Assessment	• IEP/504 Accommodations
• Career Counseling	• Guidance
• Foundation Assistance	• Apprenticeship/Internships & WBL
• Scholarships	

Figure TCO 3: Other Support Services

MT has responded to the changing community needs and demographic shifts by adding and enhancing programs and services for at-risk students, including high school credit recovery, economically disadvantaged students, students with disabilities, individuals transitioning from Temporary Assistance to Needy Families (TANF), veterans, and Justice-Involved individuals. MT uses various delivery mechanisms to address the collective and individual needs of students and clients enrolled in FT and ST courses. A few of MT's delivery mechanisms are depicted in [Figure TCO 4](#).

DELIVERY MECHANISMS
• Online Courses
• Small Business Consulting
• Virtual simulation equipment
• Relevant, hands-on training labs
• Customized training for Business & Industry
• Work Based Learning and clinical experiences
• Facilitate/guest speakers/job shadow

Figure TCO 4: Delivery Mechanisms

a(2) Mission, Vision, and Values (MVV)

MT lives out our MVV by leveraging core competencies across three primary offerings: full-time career programs, short-term adult and career development courses, and customized courses for industry-specific training and development for clients. Each of the three offerings serves a strategically important function in the overall success of MT.

Mission: MT prepares people for successful employment and life in a global society.

Vision: MT will be recognized as a strategic partner in economic development by preparing a high-quality workforce.

Core Values (CV): Student Success; Innovation; Collaboration; Integrity; Wellness & Safety

Core Competencies (CC): Support the accomplishment of the mission and include:

- Holistic Approach to Education
- Career and Technical Training
- High Skill/High Wage Placements

a(3) Workforce Personnel Profile

MT has approximately 308 highly engaged full-time employees, and nine part-time. [Figure TCO 5](#) highlights primary workforce groups. [Figure TCO 6](#) summarizes the demographic composition of our workforce. Additionally, MT has 144 adjunct faculty who provide training in short-term Economic and Workforce Development course offerings, and 51 substitute faculty who support full-time programs. According to the Great Places To Work Survey (GPTW), 88% of employees indicate "Taking everything into account, I would say this is a great place to work."

Educational requirements are specific to each position. Faculty members hold the necessary degrees and credentials appropriate to their teaching areas, with many possessing advanced degrees. Occupational faculty in the Career Tech system are required to hold credentials in their occupational

specialty and either hold or are actively pursuing a degree. All counselors are state certified and possess advanced degrees. Additionally, many MT support staff positions require specific educational levels and occupational credentials or licenses to ensure qualifications are consistently met across the organization.

The American Federation of Teachers (AFT) is Metro Tech's only collective bargaining group. The AFT includes a membership of certified teachers and counselors. Health and safety requirements include annual compliance training as set forth by OSDE and other accrediting and governance entities as well as other training to include emergency response preparedness.

KEY WORKFORCE GROUPS & ENGAGEMENT DRIVERS		
WORKFORCE GROUP	NUMBER OF EMPLOYEES	ENGAGEMENT DRIVERS
Full-time	308	Satisfaction with Benefits
Part-time	9	Satisfaction with Leadership
Subs	51	Feel a part of the mission
Adjuncts	144	Industry Training

Figure TCO 5: Key Workforce Groups & Engagements Drivers

The most significant changes to MT's workforce composition have been the aging workforce and the retirements of leaders and administrators.

a(4) Diversity Demographics

WORKFORCE DEMOGRAPHICS		
Gender	Male: 45.45%	Female: 54.22%
Pay Type	Hourly: 41.70%	Salaried: 58.30%
Tenure	< 2 yrs: 27.6%	2-5 yrs: 32.8%
	6-10 yrs: 13.64%	11-15 yrs: 7.5%
	16-20 yrs: 5.51%	> 20 yrs: 12.98%
Ethnic Identity	Caucasian or White	51.90%
	African American or Black	29.87%
	Hispanic / Latino	7.79%
	American Indian or Alaska Native	3.24%
	Two or more races	4.22%
	Unknown	2.59%

Figure TCO 6: Workforce Demographics

a(5) Facilities, Technologies, and Equipment

MT operates across four campuses with 23 buildings dedicated to instruction and support. The valuation of land, buildings, and equipment is approximately \$268 million. In April 2019, the citizens of Oklahoma City passed an \$80 million Community bond to improve facilities at the South Bryant Campus (SBC) and Springlake Campus (SPL). SPL houses administration, Full Time Programs (FTP) and ACD programs located in several buildings. The District Center (DC) provides training space for industry and community partners. The Health Careers Center (HCC) is equipped with a radiology lab, mock surgical units, clinical laboratory, chemistry lab, and health simulation lab. The STEM Center houses three Project Lead the Way programs as

well as Pre- Nursing, Robotics, a digital lab and shop with 3D printers. The newest building is the Wellness Center (2022) and newest remodeled spaces include the District Center (2022) and the Nursing Simulation Lab at the STEM Center (2025).

The Downtown Business Campus (DBC) is centrally located in the heart of downtown Oklahoma City and serves as a hub for delivering Business and Industry Services (BIS) to a wide range of organizations, including some of Oklahoma's most recognized employers. We offer training spaces that are available for clients to utilize based on their specific training needs. Our client portfolio includes the City of Oklahoma City Utilities Department, BancFirst, OKC Thunder, Toastmasters, and General Genomics Inc. Since opening the downtown campus in 2012, Metro Tech has cultivated a new audience of organizations and professionals, allowing the DBC to emerge as a competitive provider of leadership, organizational development, computer, and customized training options. We place a strong emphasis on consistent feedback and continuous growth to ensure we meet and exceed client expectations. Our ongoing momentum is a reflection of both our strategic vision and our commitment to delivering high-quality training experiences. A transition is presently underway to move Information Technology, ESRA, and Marketing and Communications departments into a new building on the Springlake campus named Support Center. Marketing and Communications and EWD will leave the DBC by December 2025 and move into the Support Center and into EDC respectively. Metro Tech will remain on the first floor of the Corporate Tower at the DBC.

The Aviation Campus (AC) includes facilities and equipment for aircraft maintenance training such as airplanes and jet engines. MT's newest airplane is the American Airlines MD-80. The AC provides training for aerospace electronics technicians. High school students moved to SBC in 2024-25 to complete their general credentials and upon graduation transitioned to AC to earn their AMP certification.





The SBC has several new buildings (2023) including the Public Safety Academy, Law Enforcement Training Center, Industrial Technology Building and Early Childhood Education South – a partnership with Sunbeam Family Services. The newest remodeled space is at the Automotive Technology Center (ATC) building. Programs on this campus provide industry training equipment including virtual welders and an Aviation simulator. Instructional networking provides students access to shared applications, data, and D2L resources. Additionally, the Public Safety Academy houses the BPOC program and Fire/EMT while the Law Enforcement Training Center provides an automated simulated shooting range to current law enforcement officers needing continuing education. Through a Memorandum of Understanding with the Oklahoma County Sheriff's Office, the PSA building includes space for the County's 911 Call Center.

All faculty members have laptops and interactive whiteboards to enhance teaching with technology. They can also check out a variety of educational tools, including conference cameras, whiteboard cameras, document cameras, video-based reflection tools, video recording devices, virtual reality headsets, drone recording devices, and 3D medical visualization technology. Students have access to a robust learning management system that delivers online curriculum, program-specific simulators, cloud-based productivity tools, and video conferencing for real-time learning engagement. Learning materials are available instantly and support flexibility in delivering quality education. Faculty benefit from real-time insights into student progress, integrated support systems, and consolidated technologies that offer a holistic view of each learner. This centralized learning hub streamlines daily activities, enabling personalized instruction and efficient program management. MT has a transportation fleet consisting of school buses, cargo vans and other vehicles.

a(6) Regulatory Requirements

MT is highly regulated and is governed by local, state, and federal agencies. MT follows the rules and regulations established by the Oklahoma State Board of Education (OSBE) and the Oklahoma State Board of Career and Technology Education (OBCTE). At the district level, policies established by the MT Board of Education (BOE) have significant decision-making authority, but they shall not conflict with state statutory requirements. Additionally, several of our career programs are subject to accreditation by regulatory agencies. [Figure TCO 7](#) summarizes MT's regulatory environment to include agencies and their key operations.

AGENCY	KEY OPERATION
GENERAL REGULATORY AGENCIES / INFORMATION	
ODCTE	Provide CTE training to support economic development
OSDE	U.S. & Oklahoma school laws and regulations
OCCUPATIONAL HEALTH & SAFETY REGULATIONS	
CDC	Public Health guidance and disease prevention
NIOSH	Research and recommendations on safety
OSDH	Public Health and infection control guidance
ODEQ	Environmental compliance
EPA	Federal environmental and chemical safety
NFPA	Fire safety standards for facilities
CDC	Public Health guidance and disease prevention
ODOL	Fairness and equality
PEOSH	Workplace safety and health
ACCREDITATION & LICENSURE REQUIREMENTS	
FAA	ACC – Aviation Maintenance Tech (AMT)
OBN	HCC – Practical Nursing
ACEN; NLN; BN	HCC – Licensed Practical Nursing
CAAHEP: ARC/STSA	HCC – Surgical Tech
JRCERT	HCC – Radiography programs
CAAHEP	HCC – Medical Assisting
NCCER	SB – Residential Carpentry
NIASE	SB – Automotive Service Technician Collision Repair Technician
CIB	SB – Electrician Assistant HVAC Technician
CLEET	SB – Law Enforcement Officer Preparation BPOC
OSBC	SPL – Cosmetology
FINANCIAL & ENVIRONMENTAL REGULATIONS	
OSBE	Financial policies and procedures
USDE; VA	Financial Aid
FACULTY-SPECIFIC REQUIREMENTS	
ODCTE	Faculty teaching occupational programs
OSDE	Faculty teaching occupational programs (secondary students)

Figure TCO 7: Regulatory Environment

RELATIONSHIPS

b(1) Organizational Structure

MT is a political subdivision known as a Technology Center of the State of Oklahoma. Under Article XIII of the Oklahoma Constitution, the Legislature authorized the creation of career technology districts. The local governing board is an elected, seven- member Board of Education (BOE), and each member represents a geographic district zone. The board members serve in staggered, four-year terms. They are required by the Oklahoma State School Board Association (OSSBA) to continue education to remain eligible to help on the BOE. The BOE hires the Chief Executive Officer (CEO)/Superintendent, and he or she is responsible for presenting operational expenditures and recommendations for changes to the BOE for their final approval.

b(2) Key Market Segments

MT's key market segments are full-time program students, short-term students, businesses, economic development councils and chambers, and other community organizations within the Oklahoma City metro area. The key requirements and expectations for these segments are applicable services, quality instruction, and MT training that is current, relevant, and affordable. In addition to these expectations and requirements, each component has other expectations that are specific to their needs.

- Full-time program students: High school credits to meet graduation requirements, industry specific education, certifications, assistance with preparing to take the next step, work-based learning opportunities, quality educational experience, and applicable real-world experiences
- Short-term students: Wide array of course offerings, flex classes that fit schedules and lifestyle
- Businesses: Training that is affordable and quality
- Economic development councils: High quality workforce
- Other community organizations: Collaboration, leverage resources to benefit the community and district

b(3) Key Partners and Collaborators

Key collaborators comprise of those from business and industry who help shape MT program offerings and deliver educational experiences. These include local chambers of commerce, Advisory Committee (AdC) members, and local hiring organizations. In addition, key collaborators include those who support students in need, such as the MT Foundation, Regional Food Bank, and Tinker Federal Credit Union. Requirements include a willingness to engage with MT programs and strategies.

COMPETITIVE ENVIRONMENT

c(1) Competitive Position

MT's competitive position is the diversity of staff, students, and community and the career opportunities within the district. MT's service area's location, which is Oklahoma City Public School District boundaries, provides an array of opportunities to partner with business and industry seeking training and a skilled workforce. Furthermore, the district is home to a diverse population serving a highly engaged, urban community. Today, Oklahoma City is an innovation hub with some of the most diverse industries and creative entrepreneurs.

c(2) Key Changes

MT is primarily funded from local ad valorem taxes, providing a somewhat stable revenue source. However, a portion of MT's budget comes from allocations from the Oklahoma state budget, which has experienced significant shortfalls in recent years that have resulted in less funding. As a result, reliance on locally controlled revenue sources, such as tuition and fees from ACD classes, BIS programs, and Conference Services has become critical. Additionally, high school graduation requirements have made it somewhat difficult for students to select MT programs as part of their elective offerings, making recruitment more difficult.

The most significant financial changes include the 2019 Community Bond funds, ARPA funds, Project 413 funds and MT's carryover. These funds combined place the organization in strong financial health. Elements of innovation and collaboration are apparent in each of these funding streams. The Community Bond funded projects and the ARPA funded Nursing Simulation Lab are excellent examples of innovation. Examples of collaboration are evident in MT's use of Project 413 funds and carryover funds.

c(3) Key Sources of Comparative Data

MT uses comparative data as part of continuous improvement efforts. A limitation of comparative data is that we use delayed data sources. MT's primary sources of comparative data within the education sector are the ODCTE, where statewide and Metropolitan Statistical Area performance data is maintained. Most ODCTE data is not available until approximately 18 months after the end of the fiscal year. Other sources of data are shown in [Figure TCO 8](#). The most significant limitation with the other sources is the inconsistencies in definitions of outcome measures and the delay in data availability.

KEY SOURCES OF COMPARATIVE DATA		
DATA SOURCE	SECTOR / SCOPE	KEY LIMITATIONS
Bureau of Labor Statistics	Outside/National	Segmentation Limited
GPTW	Outside/National	Fee-based Benchmarking
OSDE	Inside/State	K-12 data focus
IPEDS	Outside/National	Dissimilar data collection
Tech Centers that Work	Inside/National	HS Senior focus
ODCTE	Inside/State	Different data tracking from CTE

Figure TCO 8: Key Sources of Comparative Data

STRATEGIC CONTEXT

d(1) Strategic Challenges and Advantages:

The Strategic Planning Process (SPP) and quarterly progress checks ensure that MT identifies strategic challenges and advantages. Vision 2025 has guided all strategic decision-making which aligns with four pillars: (1) Academic Excellence & Quality Career Training; (2) Empowered Employees as Valued Team Members; (3) Community & Workforce Partnerships; and (4) Infrastructure, Growth & Investments. Each pillar is led by pillar champions who meet with pillar teams to identify responsibilities and to check progress toward goals.

PERFORMANCE IMPROVEMENT SYSTEM

e(1) Key Elements

Metro Tech's performance improvement system is built on continuous quality enhancement using proven strategies such as Plus Delta, PDSA (Plan-Do-Study-Act), and a variety of quality tools. Our commitment to preparing students for life in a global society is guided by the Vision 2025 pillars. Particular emphasis is placed on our core values - student success, innovation, collaboration, integrity, and wellness & safety. This focus ensures that all students are empowered and well-prepared for their professional journeys. Through strong partnerships, a culture of improvement, and a safe inclusive environment, MT delivers high-quality programs and services that enable students to thrive in their chosen career fields.

