Wyoming Community College Commission

Academic Affairs Council
Meeting Notes

Time: 8:30 AM. Thursday 8/11/16

Place: Conference call

Members present:

CC: Shawn Powell
NWC: Lisa Smith

CWC: Kathy Wells
Gerry Giraud

EWC: Michelle Landa
WWCC: Kim Farley

LCCC: Terry Harper
WCCC: Joe McCann

NWCCD: Matthew???

1. Welcome to Kathy Wells from CWC!

2. Agenda item: Corrections of the prior meeting notes - Postponed

3. Announcements and Rumor clarification-

4. Agenda items: Updates -
   a. Review of SmarThinking, Tutor.com and NetTutor vendor services- Joe McCann mentioned the VP’s decided to discuss further at the September meeting. Major questions pending- continue consortium purchases and if so, which vendor to choose? Was there any new information received from the vendors that have contacted the colleges? No one had anything to report.

   b. PEOP, program review, new program enrollment and new program enrollment reports – Joe McCann mentioned last spring he was optimistic that the WDE would provide information to match up with our central system of dual and current enrollment. Unfortunately, that didn’t happen soon enough so it was too late for the college and high school liaisons to work together. Data should be improved since we will be pulling form the central instance here at the commission. Shawn Powell asked what was needed from the colleges. Joe McCann said we would use the data
you provide, put the report together and then send back out to the colleges for review.

c. Planning group and Conference name for October 7th 2016 CCW/school district/community college/UW event - math and composition student transition local efforts – Joe McCann advised the group that Jackie Freeze has sent out a Draft agenda for this meeting. Shawn Powell mentioned the school/UW partnership is going to make a concertize effort to get students prepared for testing and gateway courses. Will be focused on team interaction and joint sessions. Is it feasible for each college to put together a team? WWCC, LCCC, and EWC, CC are in the process. NWCCD will probably do that also.

d. Creation of a placement protocol and assessment crosswalk document- Joe McCann mentioned HSC/UW interaction discussion. Claudia Stewart is going to put together the protocols and assessment of skills. Draft should be out by October 7.

e. Changes to the credit program approval process – Joe McCann said he sent a copy of the new/revised template for pilot and new programs request. Any questions? Terry Harper asked about the faster track approach previously discussed. Any update on Executive Council concern? Joe McCann said during the June meeting the Executive Council provided their blessing on the proposed template.

f. Upcoming modification of Wyoming high school student summative assessment – Joe McCann said the assessment is in the Junior year, currently ACT. The State Board of Education is putting out an RFP for assessment vendors. Probably by October or November a decision should be made. Changes would probably go into effect the spring of 2018.

g. Setting levels of instruction (LOI) by course section- Joe McCann said we are making progress. Recommendation was presented to the commission staff but is really a decision for the commission to make with a recommendation from commission staff. The ideas put forth by the AAC might well be the basis for moving forward and can be used for the allocation of any dollars. Presidents will be having further discussions regarding this.
h. WY Overseas Combat Veteran assistance for ‘16-’17- Joe McCann said this is a pure grant from Wyoming. Lowest priority for funding in the last legislative session. The governor asked for additional 8 percent from funding that meant the OCV was the first to be cut. When word got out there was some military pushback as it would affect some of their folks. The governor found enough 44 for fall and spring he also asked the commission to come up with ideas as to how to keep the program or make it more financially feasible. Larry Buchholtz and a group of financial aid folks are going to put together some recommendations. One more meeting for them and their recommendations will go the interim legislative team for consideration of continuing the OCV. Terry Harper said LCCC’s financial aid director said military benefits have been well covered by their current programs and this OCV program was extra.

**Action Item:** Joe McCann will send out recommendation to the AAC and SSC when completed.

5. Agenda item - **“Teach out” approaches** that have been used as part of a program closure – Shawn Powell said that at Casper College they track students in the program and notify students of closure and give them the choice to continue within a certain time frame. Kim Farley, Kathy Wells and Michelle Landa said that is the approach used at their colleges as well. Kim Farley suggested letting other VP’s know when a program closes so that information and/or assistance can be provided from other college if needed. All present agreed with this approach since it’s important to keep the communication going.

6. Agenda item: **Invitation to Adult Education WIOA Kick-Off** September 28th and Fireside chat with Chris Coro, Deputy Director of Adult Education & Literacy, U.S. Department of Education (USDOE) – Joe McCann sent out information on this but it is on the day before the face to face meeting in Laramie. This meeting starts at noon so may work for people’s schedules. Hopefully some of the council will be able to make this meeting.

7. Agenda item: New, pilot, or modified **program requests** if any – None at this time
8. Agenda item: (FYI) Public Input on WCCC agency **emergency rules** due September 16th—Joe McCann mentioned he sent out the direct link so council members could look at these. A few changes occurred in the funding formula and WOPLR- change to faculty cut off in December and not October since that was too soon for faculty to work with administration. A couple of slight changes in definitions for degree definitions in chapter one. The Commission hasn’t received any comments to date.

9. Additional agenda item(s): Shawn Powell said the Casper task force for digital privacy made some changes/recommendations in the new statutory language. **Action Item:** He will send out draft recommendations that were made to share with everyone.

Terry Harper asked for additional information regarding possible upcoming CIP code changes. She would like to know more about the process, making decisions and when will it go into effect, AC17-18? Joe McCann said we would look at changing CIP codes that needed it for a better match with SOC codes. We would keep at the commission a list of changes and track moving forward. A second list will be kept for when the official change was made at the college. Joe McCann asked if this could be “wrapped up” by October? Decision made to make the finish date of September 23rd.

10. The next scheduled meeting is face-to-face Thursday September 29, afternoon in conjunction with the UW/Community College Articulation Summit in Laramie, WY.