

MINUTES

WYOMING COMMUNITY COLLEGE COMMISSION MEETING June 1, 2016

Casper College
Casper, Wyoming

The June 1, 2016 regular Commission meeting was called to order by Commission Chair Sandra Meyer at Casper College, Casper, Wyoming at 8:40 a.m.

Commissioners present: Commissioners Larry Atwell, Charlene Bodine, Bruce Brown, Katherine Dooley, Sherri Lovercheck, Sandra Meyer and Wendy Sweeny.

Commission staff present: Executive Director Jim Rose, Deputy Director and Chief Financial Officer Matt Petry, Programs Team Leader Joe McCann, Fiscal Team Leader Larry Buchholtz and Administrative Services Manager Claire Smith.

A roll call was taken. A quorum was present. Due notice had been published. Commissioner Meyer asked for introductions.

Motion: Commissioner Sweeny moved and Commissioner Lovercheck seconded a motion to approve the agenda. **Motion passed unanimously.**

CONSIDERATION OF MINUTES OF THE PREVIOUS MEETINGS

Motion: Commissioner Bodine moved and Commissioner Dooley seconded a motion to approve the minutes of the April 22, 2016 commission meeting. **Motion passed unanimously.**

ORGANIZATIONS AND ALLIANCES

1. WY Association of Community College Trustees (WACCT): WACCT President Walt Wragge said the names of WACCT award winners Troy Miller (NWCCD) and John Patrick (EWC) have been forwarded to ACCT for the regional competition. Erin Taylor Executive Director said they will be discussing the FY17 budget, programming and the annual Executive Director review at their WACCT meeting. The fall summit will be in Laramie on October 20th and 21st. The date for the WACCT awards and legislative session has been moved to February 8, 2017 in Cheyenne. Commissioner Meyer complimented Erin on her work during the 2016 legislative session.

2. Wyoming Department of Education (WDE): Chief Academic Officer Brent Bacon said they will meet with the Joint Education Interim Committee in June in collaboration with Dr. Rose, Department of Workforce Services (DWS) and the University of Wyoming (UW). Science standards are out for comment for another 45 days. They are doing surveys of schools around the state to find out their needs concerning technology and digital learning. They are working on a program similar to WYCLASS to replace their on-line registration system. The new Chief Policy Officer will be Lisa Weigel, who is currently the Director of Individualized Learning. There will be a professional development opportunity at the STEM conference in Rock Springs Aug 1-3. Mr. Bacon asked for information on any other K-12 or

student trainings at the colleges they can post on the WDE website. Commissioner Sweeny asked where they are with the statewide assessment to which Mr. Bacon stated they have started the request for proposal (RFP) process to build a new assessment. The assessment is expected to be in place in two years. She asked if they are collaborating with WCCC on what should be included and Dr. Rose said he is part of the group developing the components for the RFP.

3. President's Council: Dr. Schaffer thanked the commissioners for attending commencements. The presidents have been busy setting FY17 budgets and dealing with further reductions in state revenue. The Executive Council has not made much progress on the resolution for a K12 partnership but Dr. Leach has started a draft. Commissioner Atwell asked the presidents to come to agreement on the resolution today.

4. Wyoming Faculty Alliance: No one was present for this report.

5. Wyoming PBS: The report was included in the meeting packet and Bob Connolly Assistant General Manager had no additional information.

6. Complete College Wyoming (CCW): Dr. Freeze said they have accomplished quite a bit since the last update. The team has developed goals for FY17 and will revamp the website soon. They will be hosting a session around Oct 7 to bring high school, college and UW math and English instructors together to talk about seamless transitions. UW is interested in working with CCW regarding transitions in these areas. A representative from Complete College America may be in attendance. They will also look at motivational factors that make students more inclined to be successful.

UPDATES AND REPORTS

Financial Report: Matt Petry discussed the financial statements and highlighted the following:

- Administration – payroll is short because we never received funding to cover pay raises and agencies are expected to cover them from other areas, if possible. The maintenance agreement surplus is due to positive contract negotiations. The IT funding from last biennium will be used in full by the end of June.
- Statewide Longitudinal Data System – some expenditures expected for this unit will be paid with the IT funding from the last biennium.
- Course completion will be replaced with credit completion.
- Enrollment growth was distributed using course completion volumes in BFY15. In BFY17 it will be distributed as it was prior to BY15 (75% on true enrollment growth and 25% using credit completion) and this is the last time we will receive enrollment growth due to the recalibration of base funding.
- Health insurance shows a surplus but it must revert to the general fund. The funds were appropriated specifically for health insurance and cannot be used for anything else.
- Retirement will have a shortfall which will be allocated proportionately in 4th quarter reimbursements. The colleges will need to cover the shortfalls from their own budgets.
- Contingency reserve is funded with coal lease bonus funds. FY17 is expected to be the last year we receive this amount and it is likely to be a smaller amount than in the past.
- WY Family Literacy will revert at least \$135,000. This was defunded in the 2016 legislative session and as centers shut down, their requests are smaller. The Jackson center is likely to be the only one to remain open as they have obtained private funding. The surplus cannot be transferred to Adult Education or used to cover expenses beyond June 30.
- Adult education funds will be completely spent by June 30. Federal funds will be carried over into BFY17 and have a 27 month spending window.

- High School equivalency certificate program will have a reversion primarily due to the position frozen back in October. This will pay for a part time staff member in BFY17.
- WY Investment in Nursing surplus will be carried over into BFY17 and can be used for any shortfalls in nursing faculty if needed.
- Nursing Faculty will be completely spent but the student funds are available if there is a shortfall.
- Teacher Shortage Loan Repayment Program sunsets June 30, 2016. We have already reverted some funds and have kept enough to complete the program.
- WY Adjunct Professor Loan Repayment program will have a reversion. These funds were awarded to a faculty member who later backed out of the program. This program has a sizeable cut for BFY17 and will drop to \$95,000.
- Veterans Tuition Waiver Program will have a reversion as demand has flattened.
- WY Public Television (WPTV) endowment interest shows \$132,000 income generated off the endowment fund. The WPTV Council funds will revert.

Motion: Commissioner Sweeny moved and Commissioner Atwell seconded a motion to accept the financial report. **Motion passed unanimously.**

CONSIDERATION OF COMMISSION RULES

Claire Smith summarized the changes to regular and emergency rules, which are also included in the meeting packet. **Motion:** Commissioner Atwell moved and Commissioner Bodine seconded a motion to adopt emergency rules for chapters 1 and 5. **Motion passed unanimously.** **Motion:** Commissioner Bodine moved and Commissioner Sweeny seconded a motion to approve draft regular rules for chapters 1, 2, 4, 5, and 7. **Motion passed unanimously.**

Dr. Rose informed the commissioners that the residency rules at UW have changed since we brought our rules into alignment with theirs. The new requirements do not allow students to obtain residency status if they receive any support from out of state and are in Wyoming primarily as students. Most community college students go to school part-time while working and are not comparable to typical UW students. UW is currently reviewing this regulation for additional changes because of student objections to the policy. We may need to consider a change to our residency rules next year once we know how UW is going to clarify this issue. We will continue to reference the UW Regulation 8-1 in place when our chapter 3 rules were updated last year.

CONSIDERATION OF CAPITAL CONSTRUCTION PRIORITIZATION AND AUTHORIZATIONS

Dr. Rose discussed the meeting with Mel Muldrow, Administrator for Construction Management Division (CMD) from the previous day. The commissioners' responsibility is to approve a capital construction list to forward to CMD. Larry Buchholtz discussed the two projects submitted for prioritization. LCCC's Fine Arts Building was priority number 1 on last year's list but has moved down to number 2 this year behind NWCCD's Health Science Building. The changes to capital measures 4, 5 and 9 approved at the last meeting were applied to the rankings but did not affect the priority order. Dr. Schaffer and Larry Buchholtz discussed the changes to the LCCC Physical Education Renovation requiring authorization from the Commission.

Motion: Commissioner Brown moved and Commissioner Lovercheck seconded a motion to approve the capital construction priority as ranked by the capcon model. **Motion passed unanimously.** **Motion:** Commissioner Atwell moved and Commissioner Brown seconded a motion to authorize the Physical Education building at LCCC. **Motions passed unanimously.**

EXECUTIVE DIRECTOR'S REPORT

- Joint Education Interim Committee (JEIC) – Dr. Rose said they have been asked to make a presentation to the JEIC along with the Superintendent of Public Instruction, a representative from the Governor's office, UW and the Department of Workforce Services Research and Planning on June 13th about updates to the Hathaway program, specifically on data dealing with measures of success derived from the success curriculum. WCCC IT staff have produced a performance report summarizing relevant information on scholarship levels and student success, challenges students at each level exhibit regarding retention, persistence and grade point average. The data should be useful to the JEIC as they continue to refine the Hathaway program. The report does not include UW's data.
- Joint Appropriations Interim Committee (JAIC) – There will be a meeting July 19th – 20th in Cheyenne to discuss the Management Council directive on the "funding allocation model" and the role of the legislature in approval of programs and building construction. There will be another meeting on June 21st to discuss budget reductions. Five agencies representing 75% of the general fund budget will attend: Department of Health, Department of Corrections, Department of Family Services, UW and WCCC. The governor has developed a plan on how to proceed with the increased budget challenges and will discuss it with those agencies. The governor is trying to be transparent on how the reductions will affect those agencies. The cuts will be codified in the 2017 legislative session through the supplemental budget.
- Budget – It is uncertain how this will turn out when the legislature looks at it during the session. Last week's budget meeting with the governor and the colleges was productive. The governor asked Dr. Rose about the long term consequences of reductions and whether or not the colleges can recover. Dr. Rose explained there is no going back once a program is closed. Dr. Rose informed the governor and his staff of the unique nature of college budgets and how 4 mill and property taxes have also plummeted. Discussion took place on the need for a need-based aid program.

OTHER BUSINESS

Motion: Commissioner Sweeny moved and Commissioner Bodine seconded a motion to schedule the February meeting on February 9th, 2017. **Motion passed unanimously.**

Motion: Commissioner Atwell moved and Commissioner Lovercheck seconded a motion to adopt the resolution as amended on collaboration with the WDE and UW. The amended resolution reads as follows:

RESOLUTION

*WYOMING COMMUNITY COLLEGE COMMISSION RESOLVES
TO COLLABORATE WITH THE WYOMING DEPARTMENT OF EDUCATION
AND THE UNIVERSITY OF WYOMING TO ALIGN STUDENT LEARNING LEADING TO STUDENT
SUCCESS*

WHEREAS the Wyoming Community College Commission established its highest strategic priority as an educated citizenry for the State of Wyoming,

AND WHEREAS all sectors of public education seek to serve the citizenry with this lofty mission from K-12 through the Community Colleges and on to the University of Wyoming,

AND WHEREAS direct evidence exists that the more education an individual accomplishes the higher the ultimate earning power of that individual,

AND WHEREAS the greatest success is experienced by individuals who successfully move from one level of education to the next without delay,

AND WHEREAS inadequate preparation is the greatest threat to a successful journey along the education pathway,

AND WHEREAS a high school diploma is the strongest predictor of success at the community college and The University,

AND WHEREAS the high school diploma is an indicator of future academic success,

AND WHEREAS the educational outcomes at the high school are building blocks for future learning in higher education and the use of consistent measures to document that attainment is paramount,

AND WHEREAS the Governor, the Legislature, and multiple external entities judge the value of each level of education in the State of Wyoming by the ultimate success of our students,

BE IT RESOLVED that the Wyoming Community College Commission is dedicated to participate in the work to align learning outcomes from K-12 through the Community Colleges to promote successful transition in Mathematics, English, and Reading as students move onto The University of Wyoming and the world of work,

AND FURTHER BE IT RESOLVED that this work requires collaboration from all sectors of education to create an educated citizenry in the State of Wyoming.

Dr. Leach said this resolution requests the WDE to include the colleges in the process of alignment of education throughout the state and coordination of assessments. Commissioner Lovercheck asked how we use the resolution in our work with the WDE. Dr. Leach said this is a statement of principle saying we are a complete educational system of the state. **Motion passed unanimously.**


Commissioner Sweeny asked if revisions need to be made to the strategic plan 2.0. Dr. Rose discussed the need for continued refinement on strategic measures included in 2.0, performance funding and servicing need-based students. He shared information on how other states are handling this. A continuing re-articulation of goals is important. Our continued updates to performance measures keeps us in compliance with the statutory requirement to update the strategic plan.

ADJOURNMENT

Motion: Commissioner Sweeny moved and Commissioner Bodine seconded a motion to adjourn the meeting at 11:20 a.m. **Motion passed unanimously.**


Sandra Meyer
Commission Chair

19-Oct-16
Date


Jim Rose
Commission Executive Director

19 Oct '16
Date