

Wyoming Community College Commission



Academic Affairs Council Meeting Agenda

Date: 8:30 AM. Thursday January 10, 2013

Place: Conference Call - Call in number is 1-877-278-8686 and PIN is 926477.

1. Corrections of the prior **meeting notes** – None were noted.
2. **Announcements and Rumor Clarification** –
3. Agenda item: Workforce Development Committee subgroup suggestions on a WCCC approval mechanism for **non-credit programs** – Joe McCann

An approval mechanism would require sanctioning by the WCCC. This workgroup has suggested that non-credit programs be considered for approval by a six member **non-credit program review committee**. *Programs approved by that committee would then be presented to both the Executive Council and the WCCC as information items. They recommend that the non-credit program review committee consist of four workforce development directors as well as the Program Team Leader and the Certified Specialist Program Manager from the WCCC Staff. (This recommendation does not include an approval function for the AAC.)*

The definition of a non-credit program that would require **non-credit program review committee** approval would be:

Non-credit programs either lead to a national, state, industry or association certification/licensure or which provide a complete skill set required to work in a specific occupation.

A template and approval criteria for non-credit program requests would need to be developed a part of a recommendation for consideration by the EC and subsequently the WCCC. "Blanket approval" of current programs that meet the definition above would be the first action of the **non-credit program review committee**.

Recommendations to the Workforce Development Committee:

- a) The definition should be changed by adding the word "complete" to:

Non-credit programs either lead to a national, state, industry or association certification/licensure or which provide a complete skill set required to work in a specific occupation.

- b) The approval process should be responsive and capable of a quick turnaround
 - c) Use teleconferences to facilitate a shorter decision time frame
 - d) A Non-credit Program review committee should be kept small.
4. Agenda item: Consideration of any **program requests** – There were none
5. Agenda items: Update -
- a. Incipient individual community college **completion initiatives** –
 - b. Pearson/Smarthinking **incentives** –
 - c. **CCA participation** –
 - d. Spring 2013 “**to dos**” –
 - e. **Legislation** -
6. **Additional** agenda items:
7. **Next meeting** – Tuesday 2/5/13, 1:00 PM. or Wednesday 2/6/13, 4:00 PM. either time in conjunction with the Annual WACCT Conference–