

# Wyoming Community College Commission



## Academic Affairs Council

### Meeting Notes

**Date: 8:30 - 9:55 PM. Thursday July 10, 2014**

**Place: Conference call.**

#### **Members Present:**

WWCC: Kim Farley

EWC: Dee Ludwig

LCCC: President Schaffer

NWC: Gerry Giraud

Jose Fierro

CWC: Jason Wood

CC: Tim Wright

NWCCD: Richard Hall

WCCC: Cayse Cummings

Joe McCann

1. Agenda item: Corrections of the prior **meeting notes**- No changes mentioned.
2. Welcome to new VPs **Kim Farley** at **Western and Richard Hall** at **NWCCD!**
3. **Announcements and Rumor Clarification –**  
-Joe McCann advised the commission has hired a Policy Analyst- Nicole Anderson. Workforce Innovation and Opportunity act passed now on to the President. Streamlines and consolidates adult education, workforce and labor. Does eliminate about 15 programs.
4. Agenda items: **Update -**
  - a. UW's interim report on **community college/UW transfer process**:  
**Discussion:** Joe McCann stated they continue to work on it, meeting was held on the 7<sup>th</sup>. Jose Fierro mentioned that they are willing and open to more conversation.
  - b. Possible expansion of **data sharing MOU** between WDS: R&P/WCCC: Joe McCann stated this is a heads up for council. Draft is in place that will be extended to UW and CC's so they are a part of this MOU. Stay tuned, the MOU will be coming across your desk soon.

- c. Status of addressing **inter-college CTE course credit hour variation** (attachment):

**Discussion:** Joe McCann requested a progress update. Gerry Giraud mentioned that designation was changed for one course number. Dee Ludwig mentioned that Eastern changed course numbers as well but changes may have been lost in translation.

**Action Item:** Joe McCann will look into this further to ensure course numbers are updated.

- d. P20 SLDS:

**Discussion:** Joe McCann advised the new Director was in place for around 6 weeks but left so Laurel Ballard is once again in charge. System use priorities (attachment) is a list of around 40 research items. New usage for reoccurring reports. This is an opportunity to look at as options for reports moving forward. Look at how they tie to Strategic Plan 2.0. Tim Wright mentioned to keep in mind the Recent HLC updates sent out by Gerry Giraud. Jason Wood commented on CWC involvement in the Concurrent Enrollment Program Alliance regarding concurrent enrollment. Jose Fierro mentioned that instructor involvement is challenging. Looking at quality at high school's consistency. LCCC is waiting for accreditation and feedback. Joe McCann stated there is a meeting coming up with IRC and Laurel Ballard to discuss areas for improvement and specific needs.

- 5. Agenda item: Initial review of the **Wyoming Community College Commission Statewide Strategic Plan 2.0** (attachment) – In line with CCW.

**Discussion:** Joe McCann stated that “Placement” requires better information with regard to workforce data. “Progress and Performance”; bullet #4 needs additional discussion regarding demographic needs at each college. Do we need better information to support? Higher Learning Commission paper in progress at CWC. Jason Wood offered to provide a brief recap mid to late fall regarding this paper.

- 6. Agenda item: Update of level of instruction (**LOI**) by course prefix list (attachment) - Joe McCann discussed the purpose and approach to the development of the LOI listing.

**Action Items:** Dee Ludwig will be sending Joe McCann new course prefixes not listed.

**August 1<sup>st</sup>** is the requested date for formal review from each college to be sent to Joe McCann

7. Agenda item: **Documentation** of faculty inclusion in each community college's governance structure (read: **faculty senate**) –  
**Discussion:** Gerald Giraud has received responses regarding faculty wanting to change model. He's requested examples of different model. Dee Ludwig (EWC) and Jason Wood (CWC) mentioned they do not have a formal faculty senate model. Jose Fierro sent info from LCCC.

8. Agenda item: Any possible new **program requests** for start-up, either for spring 2015 or for fall 2015 -

**Discussion:** Program requests may be forthcoming from:

Casper College - Kinesiology and health degree

EWC – Pipe welding degree

NWC – ESL certificate

- Business degree and certificate

NWCCD – HVAC certificate

Joe McCann advised that requests for a spring 2015 start dates need to be presented at October commission meeting.

Joe McCann discussed the purpose of 2 year pilot program and the abbreviated pilot program request components.

9. Agenda item: Utilization of September 21, 2014 **UW/CC Student Services/ Academic Leaders Conference** –

**Discussion:** Joe McCann mentioned this conference will be on the September. Face to face AAC meeting the day before on the 24<sup>th</sup>. Dee Ludwig said that during recent discussions it has been mentioned the meeting is probably be devoted to program articulation of 17 programs that Wyoming community college student most frequently transfer to at UW. If so, the council will need to have previous notice to ensure right people are coming from the colleges.

**Action Item:** Joe McCann will discuss format and advise the council of his findings.

10. Agenda item: Complete College Wyoming (**CCW**) **Update** – Dee Ludwig, Jason Wood, Jose Fierro, Tim Wright, & Gerry Giraud  
Developmental Boot Camp- Joe McCann stated that 6 people attended including 2 from high school districts, one superintendent, one from WDE, 2 faculty members one from UW and one from a community college. There are a couple of projects that group will be addressing: definition of college

readiness and putting together a developmental education conference for this coming fall. Dee Ludwig informed the AAC members that this meeting is currently scheduled for October 3 at Central Wyoming College.

**Action Item:** Joe McCann will find out specifics for the location and date and advise the council.

Joe McCann mentioned that IRC will be having a discussion with Jackie Freeze regarding metrics and the dash board for CCW. UW will be involved as well.

**11. Additional agenda items –**

- a) Joe McCann informed the council that the IRC will be having a discussion with Jackie Freeze regarding metrics and the dash board for CCW. UW will be involved as well.
- b) Gerry asked if there is any news regarding the possibility of legislation eliminating developmental education funding. Joe McCann advised that the commission hasn't any requests for information but heard anything at this point that could emerge again before the 2015 regular legislative session.

**12. The next AAC meetings are scheduled as a **conference call Thursday August 14, 2014** at 8:30 AM via conference call and a **face-to-face meeting September 24, 2014** in conjunction with the annual Community college UW Academic and Student Affairs Leaders Conference-**

Joe McCann mentioned the AAC conference call on August 14<sup>th</sup> will be abbreviated.