Wyoming Community College Commission

Academic Affairs Council

Meeting Notes

Date: 1:00 PM Wednesday September 24, 2014
Place: Rm 302 Wyoming Union, UW, Laramie, WY

Attending were:

CC: Tim Wright  NWCCD: Rich Hall
CWC: Jason Wood  NWC: Gerry Giraud
EWC: Dee Ludwig  WWCC: Kim Farley
LCCC: Jose Fierro  WCCC: Joe McCann

1) Agenda item: Corrections of the prior meeting notes – Corrections of the prior meeting notes

2) Announcements and Rumor Clarification –

3) Agenda item: Updates -

a) Postsecondary Education Opportunity Program (SEA 52) reporting on concurrent enrollment and dual enrollment

Discussion: There are a number of school districts who reported enrollments and financials that are inconsistent and/or with community college data.

Action: Joe McCann will schedule a discussion of this inconsistency at the next AAC meeting after the final version of the report is available.

b) Potential Wyoming participation in SARA

Discussion: It now appears that potential SARA legislation will not be discussed at the at the 10/23/14 JEIC meeting. Draft legislation has been worked on that would permit the State of Wyoming to join a multi-State Authorization Reciprocity Consortium. Your Presidents have supported joining a consortium and Ex. Director Rose’s efforts to interact with UW and others to inform the development of potential legislation. Sponsorship of this legislation may not come from the JEIC.

c) SBAC (Smarter Balance Assessment Consortium)

Discussion: There was a brief discussion of possible impacts of SBAC assessment on H.S./community college student transition and on assisting students to gain or maintain math and composition skills required in gateway math and English composition courses.
d) Oct. 3rd Developmental Education conference  
Discussion: Jason Wood gave a status report of the conference that occurs in nine days.

e) MoMetrix - any interest? -  
Action: Joe McCann will inform Mometrix’s Tom Porter who first contacted him and relay a message that there is no interest at this time in a group presentation on Mometrix.

f) Assembling developmental education information in anticipation of the introduction of another defunding bill in the 2015 General Session of the Wyoming Legislature  
Discussion: Joe McCann told the AAC members that WCCC BASS folks are going to do a maiden voyage” using the WCCC CROA instance to assemble data on recent high school graduates enrollment in community college developmental math and composition courses. There was consensus that the information shared with the JEIC members should be concise, explain importance of skill building and portray improvements made by targeted completion efforts and provide quantitative results.

4) Agenda item: Consideration of a protocol for offering out-of-district face-to-face concurrent enrollment/dual enrollment courses  
Discussion: There was a conversation about the virtues and drawbacks” of three part MOUS and adherence to a protocol by which the two vice presidents involved reaching an accord and carrying out that accord. A three part MOU would include the school district and the community college that serves the geographic area in which the school district is located and the community college whose course would be offered in the school district. Reaching a verbal accord would be based upon the use of a “near multi-institution personnel decision”. There was consensus that the appointment of a concurrent faculty member should not be even mistaken as a personnel decision. The VPs concluded that an MOU would serve as documentation of an agreement. The VPs agreed that if all three parties do not sign there is no agreement and the concurrent course would not be offered.

Consensus: All the VPs in attendance agreed to the following:

Commencing in the spring semester 2015, a three party MOU (school district employing the high school teacher; community college issuing college credit for the concurrent enrollment; and the community college whose service area includes the school district served) will be required in order for a community college to provide a concurrent enrollment course to a school district outside of the providing college’s service area. If all three do not sign off on a concurrent enrollment course MOU such a concurrent enrollment course cannot be offered.
5) Agenda item: Setting level of Instruction (LOI) for COCR course prefix for co-curricular courses -
   Discussion: The program request for CWC metamajors did not request approval of the course prefix COCR or for approval of a level of instruction (LOI) for that prefix. Jason Wood presented justification for an LOI of 2 for the courses with a prefix COCR. Joe McCann distributed criteria that have been previously to set LOI levels.
   Action: Dee made a motion to approve the prefix COCR and to set the LOI for COCR courses at 2. Gerry Giraud seconded the motion. The motion passed unanimously.

6) Agenda item: Consideration of CERT definitions from Dee Ludwig, Jason Wood, Joe McCann and Jose Fierro –
   Discussion: There was discussion of replacing the certificate of science and certificate of Arts with a different name or names.
   Action: The VPs will have campus discussions regarding certificate definitions during the next six weeks. This agenda item will be placed on the 11/13/14 AAC meeting agenda.

7) Agenda Item: Detailed review of specific WCCC Statewide Strategic Plan 2.0 objectives.
   This discussion was postponed due to time constraints.

8) Agenda item: Improving the metric for reporting “Placement rate of graduates in the workplace”. (Community College Commission statutes, 21-18-202,(h), iii,(D))
   Conclusion: The academic VPs support pursuing the use of WFD: R&P’s ability to data match to determine the number of community college graduates with UI data as well as replacing current graduate surveys with questions added to WFD; R&P’s new hire survey.

9) Agenda item: Complete College Wyoming (CCW) Update – Jason Wood, Gerry Giraud, Tim Wright, Jose Fierro and Joe McCann
   a) Metrics - This discussion was postponed due to time constraints.
   b) Update - This discussion was postponed due to time constraints.
   c) Completion projects list –
      Action: The AAC members suggested a deadline of November 28th for the completion of updates and edits to the list. The SSC members will also be consulted before a deadline is set.

10) Agenda item: Fall 2014 “to dos” -
    a) Copies of CE and DE MOUs with school districts (Date??)
    b) Partnership Report- Has been completed
    c) Inter-college course credit hour variation follow- up -This is to be included in the Nov. 13th AAC meeting agenda.
11) Agenda item: **AAC committee liaisons** to the committees set out on the WCCC consultation policy -
   
   **Outcomes:** The liaisons will be:
   - WyDEC – Jose Fierro
   - Workforce Development – Gerry Giraud
   - Library - Tim Wright
   - AB/HSEC – Tim Wright

12) Additional agenda items:
   - **Minimum faculty qualifications** – There was no discussion desired by the council members “at this time”.

13) The next AAC meeting is scheduled via **telephone conference 8:30 AM. Th. 11/13/14.**