

Wyoming Community College Commission



Academic Affairs Council

Meeting Notes

Date: 8:30 - 9:50 PM. August 13, 2015

Place: Conference Call

Members present:

CC: Shawn Powell

NWCCD: Rich Hall

CWC: Brad Tyndall

WWCC: Joe McCann

Cayse Cummings

1. Welcome to Brad Tyndall and Shawn Powell

2. Agenda item: Corrections of the prior meeting notes – None

3. Agenda item: Announcements and Rumor Clarification – None

4. Agenda items: Updates -

a) 10/28/15 Completion Conference Call for papers– Kim Farley and Rich Hall

Discussion: Joe McCann said Cory Daly and Jackie Freeze would be distributing this info. to the Deans and Student Service folks. The one day conference is in Casper on the 28th starting at 10am. Current agenda is: Welcome, Break-outs, working lunch with each college providing a presentation, completion initiative, Break-outs and close with a report from Complete College Wyoming.

b) SARA participation-

Discussion: Joe McCann stated that the WCCC's, Larry Buchholtz is the SARA contact. Joe also advised to check with WyDEC members for application forms.

Action Item: Joe McCann will check with Larry Buchholtz regarding the sign up and annual fees as well as the quarterly student complaint reporting forms and process for on-line course work. Joe will also send this information to Wyoming Distance Education Consortium (WYDEC) members and the AAC.

c) PEOP (SEA 52) report improvement efforts-

Discussion: Joe McCann said the WDE advised their agency is currently unable to change, update or improve data at this time, but maybe next year. The college's data is due to the WCCC on August 15th and due to the LSO October 1st.

d) Providing ELA services in Adult Education and nonimmigrant status-

Discussion: Joe McCann advised Marcia Hess will be talking with the college directors this month regarding who could be served in this English Learning Acquisition. There are 3 visa classifications that are excluded from ESL service by Federal regulations. Beyond that each college can set their own service policy for the other visa holders.

Action Item: Joe McCann will send out an email with more specifics.

e) WIOA (Workforce Innovation Occupations Act) implementation-

Discussion: Joe McCann informed the council these efforts have slowed down due to the departure of the Workforce Services (WFS) Director. The WFS Deputy Director is trying to pick up the pieces. Joe McCann suggests that the VPs discuss their college's Adult Education career pathway plans with local AE Directors.

5. Agenda item: Consideration of program revisions-

-CWC's plan to revise its nursing program – Brad Tyndall informed the council this change would align with UW as well as the other community colleges. Rich Hall mentioned this has been a collaborative effort between the community colleges and UW in creating the RENEW curriculum. He also said that NWCCD hasn't fully decided yet regarding all the features of the AND plan and is staying with their current degree plan.

Action: Brad Tyndall will confirm revised nursing program starting semester and get back with Joe McCann. The Council reached consensus that this program modification does not meet the criteria the AAC uses to determine that a program modification must be approved by the Commission.

-NWCCD's plan to move their AAS to an ADN- Rich Hall said this change would create flexibility, i.e. current federal trends and the possible move to R.E.N.E.W. However, they are going to keep a LPN program.

Action: The members present reached consensus, contingent upon NWCCD Nursing associates degree modification pending submission of abbreviated program request form to Joe McCann, that this NWCCD nursing program degree modification need not be approved by the WCCC.

6. Agenda item: Consideration of any new or pilot program requests – Joe McCann said the standards for pilot programs were established about 5 years ago for what needed to be included to go to the commission, the program review committee or the AAC. The 2010 WCCC Statewide Community College Strategic Plan contains criteria considered for program approval.

7. Agenda item: VP reviewer program request checklist and the New, Pilot and Revised program approval process –

Action: Joe McCann recommended this be a further discussion topic at the next face-to-face meeting.

8. Agenda item: **Ongoing projects and tasks-** Joe McCann requested that everyone submit by the end of October in PDF format the current and dual enrollment high school MOUS. Remember that both VPS must sign the MOUS when arranged with a high school outside of your service area. Rich Hall mentioned these MOU's provide verification transparency. Most of the VPs have submitted their colleges update requests for the WCC approved program list for their college.
9. Agenda Item: First common **CIP code project: farrier programs-** Gerry Giraud and Rich Hall- **Postponed** to next meeting
10. Agenda item: **Q & A** with the new VPs –
 - a) Rich Hall mentioned the Higher Learning Commissions new faculty qualifications guidelines that may be released around August 31.
The AAC will need clarification regarding faculty requirements. This would be a good discussion topic for the next face-to-face since there could be a variety of interpretations within the state.
Action: Joe McCann suggested having an HLC member on the phone during an October or November conference call to answer questions. Joe McCann also mentioned the need to look at the previous faculty requirement sheets and update accordingly.
 - b) Brad Tyndall asked about the Compass test going away. Joe McCann said there is an Assessment Taskforce which is focused on the K12 sector testing. ACT tests are now administered during the student's junior year.
11. The next AAC meeting is scheduled **September 24th at 12:30 PM.** as a face-to-face meeting in Laramie, WY. This AAC meeting occurs in conjunction with the UW/Community College Articulation Summit September 25th.