

Wyoming Community College Commission



Academic Affairs Council Meeting Notes

Time: 10:00 – 11:00 AM, Wed. October 26, 2016

Place: Conference call

Members present:

CC:	Shawn Powell	NWC:	President Hicswa
CWC:	Kathy Wells		Gerry Giraud
EWC:	Michelle Landa	WWCC:	Kim Farley
LCCC:	Terry Harper	WCCC:	Joe McCann
NWCCD:	Richard Hall		Cayse Cummings

1. Announcements – None

2. Agenda items: **Updates** -

a. Recap of **October 7th** Partnering for Student Success and Transition **event - math and composition student transition local efforts** –

Discussion: Joe McCann asked the council for comments. Gerry Giraud said he met with faculty that attended and they found it to be a productive experience.

However, there weren't many K-12 faculty from some college service areas in attendance. Joe McCann will discuss with the Complete College America team at their next meeting the 2nd or 3rd week in November.

b. Creation of a **placement protocol and assessment crosswalk** document – Work of Claudia Stewart and Jill Hughes of Casper College and others -

Discussion: Joe McCann said Claudia Stewart took the lead in putting together this document and supplied very good information. Unfortunately, transition or placement scores were not included in the report. Joe McCann will share this document with the SSC at their next meeting. Concern mentioned on the accuracy of these data and they need to be verified before we share them with other colleges. Kathy Wells requested additional time to fill in data on English 1010 that are now available for CWC; she'll need a couple of weeks. A comment was made that SSC is the group to make these decisions.

Action: There was consensus that an updating of the transition scores and protocols that each college is using this fall would be helpful. Joe McCann will wait until after the next SSC meeting with to establish a due date.

c. Wyoming high school student **summative assessment** –

Discussion: Joe McCann said Dr. Rose is going to be on the readers group that reviews the RFPs for Summative Assessment and the 10th or 11th grade assessment. Our Interest primarily is that colleges and UW get information on placement and skill upgrades for specific areas of weakness for individual students. Rich asked what the next steps are going to be after sharing with colleagues. Joe McCann recommended waiting until we can volunteer potential community college participants in such a review.

d. **CCSSE assessment-**

Discussion: Joe McCann said in the past the commission has been be able to pay for the CCSSE every two years but there is a question if the funds will be available. An advantage to a consortial buy is that the price is much better than the individual college pricing.

e. Recent issue on **transfer to UW** –

Discussion: Gerry Giraud said NWC had a credit transfer issue with a department chair at UW. They indicated if certain instructors were not up to UW standards then transfer courses may be denied. Gerry Giraud said he spoke with a couple of representatives from UW to express his concern that departments would accept transfer based on community college faculty qualification. He received a sincere apology and they were going to take care of this mistaken statement. President Hicswa mentioned that she has discussed this with the UW President and this issue will be taken care of. She encouraged the council to keep each other informed to ensure this type of issue is “nipped in the bud.” Richard Hall said another issue with the articulation agreement with UW is certain that the 2000 level community college courses that are moved to the 3000 level at UW; Biology is an example.

4. Agenda item: **Further CIP code changes-**

Status: Joe McCann asked if there were any new CIP code changes and any changes he has received would be compiled in the next couple of weeks.

5. Agenda item: Setting levels of instruction **(LOI) by course section-**

Discussion: There was a review the sample LOI by course spreadsheet he sent yesterday so that he could relay the methodology behind the spreadsheet. This spreadsheet course list will not differentiate between distance education course sections from between levels 1, 2, or 3 courses. That will be accomplished using section “sched type” code designations in CSI data. Joe McCann requested that the council members review the new LOI’s assigned based on the new statute definitions and provide him feedback on the correctness of these new LOI assignments if they have concerns.

Action Items: Joe McCann will send out a draft spreadsheet description for the initial course LOIs and explain how he separated the 1, 2 and 3’s. It will be a combined list of CTE and academic transfer course that will be completed and made available by mid-November to AAC members. Kathy wells suggested that symbol log be added to the spreadsheet with Joe agreed to add.

6. Agenda item: New, pilot, or modified **program requests** – Proxy votes were provided for approval on both programs for those who had to leave at 1100.

WWCC –Emergency Medical Services AAS Degree - Kim Farley

Terry Harper made a motion to approve the Emergency Medical Services AAS request to submit to the Program Review Committee. Shawn Powell seconded the motion. The motion passed unanimously with a quorum of AAC members voting.

CC- Foundations of Interprofessional Health Care CERT – Shawn Powell

Action: Terry Harper made a motion to approve the Foundations of Interprofessional Health Care CERT to submit to the Program Review Committee contingent upon Casper College address issues raise by the VPs who reviewed this programs request. Kim Farley seconded the motion. The motion passed unanimously with a quorum of AAC members voting.

7. Additional agenda item(s):

8. The next scheduled conference call AAC meeting is November 10, 2016 at 8:30 AM.