



**Academic Affairs Council
Meeting Notes**

Time: 4:30 PM. Tuesday, Feb. 7, 2017

Place: LCCC campus, CCC building, room 178.

Members present:

CC: Shawn Powell	NWCCD: Richard Hall
Kent Brooks	Jason Browning
CWC: Mark Nordeen	Brady Frackrell
John Wood	NWC: Gerry Giraud
EWC: Michelle Landa	President Hicswa
LCCC: Terry Harper	WWCC: Kim Farley
	WCCC: Joe McCann

1. Agenda item: **Consideration of meeting notes** from last AAC meeting
2. Agenda item: **Adult Education update and WIOA** implementation –
Marcia Hess updated the AAC members regarding implementation of WIOA, Workforce Advisory Committee progress, align and redesign training and PowerPath implementation.
3. Agenda item: **Joint discussion** requested by CIO Council members regarding **campus and council based communications**
Discussion: Brady Frackrell, John Wood and Kent Brooks apprised the AAC members of difficulties they have dealt with regarding the possible student usage, starting May 15, 2017, of NetTutor communications. The AAC members expressed their interest in potentially starting student usage of Net Tutor at the beginning of the 2017 summer session.
Action: The VPs and CIOs present resolved to communicate better both on-campus and on a “council-to-council” basis. Joe McCann will check on the feasibility of changing the purchase contract with NetTutor to accommodate earlier student access, and allow each college to start either May 15 or July 1, 2017.
4. Agenda item: **Announcements and rumor clarification - None**

5. Agenda item: Report of **AAC-subgroup work on**

- a. "Sched type" codes for assigning LOI 4 for distance course number

Action: Council members decided to hold a special meeting after the Feb. 15th due date for the colleges to submit their LOI spreadsheet review.

- b. CERTs that count for a WCCC completion metric –

Status: This document has been distributed. Joe asked that each college email him their responses by Feb. 15th.

6. Agenda item: **New or Pilot Programs Requests and program modification notifications**

EWC – Barbering Technician – CERT and Pilot Barbering Technician – CERT – Michelle Landa

Action: Terry Harper moved to approved theses program requests to submit to the Program Review Committee. Shawn Powell seconded the motion. The motion was approved unanimously.

LCCC –Exercise Science – Coaching – CERT and Pilot Exercise Science – Coaching – CERT - Terry Harper

Action: Michelle Landa moved to approved these program requests to submit to the Program Review Committee. Kim Farley seconded the motion. The motion was approved unanimously.

LCCC –Automotive Technology – Engine Management/Drivability – CERT and Pilot Automotive Technology – Engine Management/Drivability – CERT - Terry Harper

Action: Michelle Landa moved to approved these program requests to submit to the Program Review Committee, Kim Farley seconded the motion . The motion was approved unanimously.

LCCC –Automotive Technology – Under Car/HVAC – CERT and Pilot Automotive Technology – Under Car/HVAC – CERT - Terry Harper

Action: Michelle Landa moved to approved these program requests to submit to the Program Review Committee. Kim Farley seconded the motion . The motion was approved unanimously.

LCCC –Speech/Language Pathology Assistant - AAS degree and Pilot

Speech/Language Pathology Assistant - AAS degree - Terry Harper

Action: Rich Hall moved to approve these program requests to submit to the Program Review Committee contingent upon addition of Level of Instruction

requests for the new courses being approved. Shawn Powell seconded the motion . The motion was approved unanimously.

LCCC – Building Technologies - AAS degree – CERT and Pilot Building Technologies – AAS degree – CERT - Terry Harper

Action: Michelle Landa moved to approved these program requests to submit to the Program Review Committee. Kim Farley seconded the motion. The motion was approved unanimously.

LCCC – Technical Agriculture Operations - AAS degree and Pilot Technical Agriculture Operations - Terry Harper

Action: Michelle Landa moved to approved these program requests to submit to the Program Review Committee. Shawn Powell seconded the motion. The motion was approved unanimously.

LCCC – Theatre - AA degree and Pilot Theatre - AA degree – - Terry Harper –

Action: Kim Farley moved to approved these program requests to submit to the Program Review Committee. Shawn Powell seconded the motion. The motion was approved unanimously.

WCCC – Nursing program name change- Kim Farley

Action: This decision by V.P. was endorsed by the AAC council by consensus.

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7. Agenda items: **Updates** -

a. Work on draft **LOI by course list** -

Status: Joe McCann is waiting until after the VPs deadline of Feb. 15th to return the their review of the draft LOI spreadsheet document.

b. Work on **CIP/SOC matching alignment**-

Status: This work is waiting for responses on four program CIP code questions from Joe McCann

c. **NetTutor/WCCC contract** progress

Status: The WCCC/ NetTutor purchase contract and college/WCCC purchase MOUs are almost ready to start the process of securing Attorney General Office approval.

d. Wyoming Legislative bills

Postponed due to time limitations.

8. Agenda item: Recent Committee action-
Postponed due to time limitations.
9. The next AAC meeting will be via conference call 8:30 AM. scheduled **on Tuesday March 9, 2017**