

# Wyoming Community College Commission



## Academic Affairs Council Meeting Notes

**Time: 8:30 AM. Thursday March 9, 2017**

**Place: Conference Call**

**Members and college guests present:**

CC: Shawn Powell	NWCCD: Richard Hall
CWC: Keith Wells	NWC: Gerry Giraud
CWC: Mark Nordeen	WCCC: Joe McCann
EWC: Michelle Landa	Matt Petry
LCCC: Terry Harper	Cayse Cummings
Judy Hay	

1. Agenda item: **Consideration of meeting notes** from last AAC meeting- approved
2. Agenda item: **Announcements and rumor clarification**- None
3. Agenda items: **Updates** -
  - a. **NetTutor/WCCC contract** progress-

**Discussion:** The contract had to be sent to the Budget Office due to the total amount being over 100K. The commission is currently waiting for the contract to return. NetTutor starts on 5/15 through 6/2018. Shawn Powell said NetTutor had met with Casper College contacts and they are ready to go. Joe McCann mentioned that if a college was running out of SmarThinking tutorial hours to check with other colleges. We will lose anything not used by 6./30/2017.
  - b. **Legislative** outcomes:

**Discussion:** Matt Petry informed the council the colleges and commission came out fairly well given the initial slate of bills. The implementation of the third funding matrix won't move large amounts of money between the colleges. Matt also mentioned the Governor's removal of 22 million last summer required the WCCC adjustments throughout the biennium last July.

c. **Additional link** Commission website -

**Discussion:** Joe McCann said there had been a request from an organization to provide a link for Homeless students to access the Center for Online Education. Matt Petry advised this link is located under the Financial Aide tab of the WCCC website. Kathy. Wells informed the members of another viable avenue of the Wind River Job Corps. They serve the homeless individuals age 16 and up.

d. List **“CERTs that count”** for a WCCC completion metric-

**Status:** Joe McCann and each VP had a “wrap-up” phone call with each member of the council. Consensus was reached with each VP. Shorter certificates that have been discontinued are now noted on the spreadsheet. He will send out the spreadsheet to the EC members next Wednesday for their review.

4. Agenda item: Finalizing the **LOI by course list** –

**Discussion:** Joe McCann said he was waiting for a response from WWCC but will still send out the list for additional review. Distance education will be identified by the course section schedule type. If the schedule type is NS it will revert to face to face- that includes HYBF. Joe suggested the members refer to an email Matt Petry sent out the previous week that provides specific descriptions as well as time lines. Matt Petry mentioned the need to include revised discontinued course LOIs were offered AY '13, '14, '15, and '16 . This process will be repeated in four years and then the comparison will be AY '15, AY '16 and AY '17 compared to AY '19, AY '20, and AY '21. Terry Harper reminded us that the due date for schedule type changes in Colleague is April 14<sup>th</sup>. Joe McCann said the SSC has been discussing this with Matt Petry and they had been included in the emails from last week. The ASC has been requested to keep Matt Petry apprised of any progress.

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

**Status:** None were received for consideration. Joe McCann mentioned that any new programs with a fall 2017 start time will need a special AAC meeting for the review process or would have to be a pilot program request.

6. Agenda item: **Recent Committee action-**

- a. WyDEC – A fall Distance education conference is being planned and said UW is open to all colleges and K12 working on this program.
- b. WyCEP – No update
- c. Library – No Update

7. Other agenda items: **LMS**

**Status:** Michelle Landa said the LMS committee had their final, wrap-up meeting on March 6<sup>th</sup>. Canvas was chosen as the preferred LMS vendor. There will be another committee with folks involved at the next level. Hopeful implementation will be the fall of 2018. Canvas has yet to provide final cost figures.

8. The next AAC meeting will be via conference call 8:30 AM. **Thursday April 13, 2017**