Wyoming Community College Commission

Academic Affairs Council Meeting

Date: 11/06/09
Place: Telephone Conference

Meeting called by: Joe McCann   Started at 8:32 AM.

Attendees:

   CC – Carmon Simone
   CWC – Jackie Meeker
       Kathy Vincent
   EWC- Richard Holcomb
   LCCC-Marlene Tignor
   NWCCD- Jon Connolly
   NWC- Sher Hruska
   WWCC- Ken Fitschen
   WCCC- Joe McCann
   Other- Gail Anderson (for discussion about ABE testing and Federal compliance)

Meeting Notes

1. Agenda item: Availability of weatherization curriculum -
   Discussion: Joe McCann inquired about how to circulate information about opportunities for both, credit or non-credit workforce development to the community colleges.

   Conclusion: Joe will contact the Academic VPs will circulate this information to appropriate academic, community education and continuing education officers.

2. Agenda item: Change in ABE testing and federal compliance – Joe McCann (Gail Anderson was available for any questions during this agenda Item)
   Discussion: Gail explained that Wyoming is one of the last “handful” of states was still out of compliance with the sixty hour rule (of instruction before testing) for sub high school level ABE students. Joe said that at the end of the recent federal compliance visit from the Feds we had to provide a plan for compliance. The VPs asked that they documentation of the ruling from the testing company and the Feds would help to quell rumors at their college.

   Next Step(s): Gail Anderson promised to distribute documentation of the ruling from the Feds. She will also try to find citations of the research that led to the ruling. However, she was quite certain the ruling
was passed on a recommendation by the testing company relative to the viability of testing with ABE students who have less than sixty hours of instruction, rather than from research.

3. **WCCC “emergency rules”** – Joe McCann  
   **Discussion:** The Council members wanted information about the mechanism for making comments to the WCC Commission about the permanent rules.  
   **Conclusion:** Joe will email permanent rules input information to the AAC members within the next few days.

4. Agenda item: **Wyoming Student Loan Corporation’s decision to suspend lending for loans that will disburse after March 31, 2010**  
   **Discussion:** There were no further questions about this development. Joe informed the group that the commission was going to have to change its procedures on WYIN, TSLRP and WY veteran benefits because of this change in the level of the Commission’s fiduciary responsibility.

5. **Partnership report** – A question from the outgoing WCC policy analyst – “Is the report’s length appropriate?” – Joe McCann  
   **This agenda item was postponed until a later meeting.**

6. Agenda item: **Planning a special AAC telephone conference on Dual /Concurrent credit – next steps**  
   **Discussion:** Between BOCES and our Colleges there are a number in inconsistent practices which should be first determined and then addressed.  
   **Next Step(s):**  
   1. AAC will hold a special face-to-face meeting at Casper College after Thanksgiving.  
   2. We need to orchestrate a meeting with WED after we have better information and build a consensus for establishing common procedures.  
   **Lead Person(s):** Ken will organize the meeting.

7. Agenda item: **WCCC Strategic Plan and criticism of non-uniform COMPASS testing requirements - Jon Connolly**  
   **This agenda item was postponed until the December special face-to-face AAC meeting focusing on Dual/Concurrent credit.**
8. Agenda item: *Our program approval process and WCCC emergency rules/Wyoming Community Colleges Strategic Plan.* (Transitioning, if the draft WCCC Statewide Strategic Plan is adapted). – Joe McCann

**Discussion:** Work needs to begin on revision of the current “new program and program change proposal” form to be in sync with the new strategic plan (which is not yet approved)

**Next Step(s):** Sher, Richard and Joe volunteered to begin revision work on the form, which will be brought back to this Council for revision.

**Target Date:** February 2010 WCC Commission meeting

9. Agenda item: Proposed new EWC programs proposals for AAC consideration. – Richard Holcomb

**Action:**
- Flat Welding – Proposed as a pilot certificate program

Moved to recommend for approval by the Executive Council, by Sher Hruska, and seconded by Ken Fitschen. The motion was approved unanimously.

**Next Step(s):** The EWC Flat Welding certificate proposal will be referred to the Executive Council for consideration with the full support of the AAC.

**Further Action:**
- Richard withdrew the EWC AAS Web Design Program from consideration at this meeting.
- Richard withdrew the EWC Entrepreneurship AAS Web Design Program from consideration.

LCC is working on revamping their program.

10. Agenda item: Challenge from UW’s. Dean Persichitte relative to articulating a common core of education courses between the Wyoming Community Colleges and U. of W. College of Education.

This agenda item was postponed until a later meeting.

11. Agenda item: Status of articulation agreement with Regis U. –

**Discussion:** Joe was contacted by Regis University for Course transfer information. The person that talked with Joe via phone stated that a multi-college articulation was discussed but not signed. She further stated that only WWCC had signed a single institution articulation agreement.

**Next Step(s):** Since other colleges remembered that they had an articulation agreement, Joe will follow-up with his contact at Regis U. for clarification.

This agenda item was postponed until complete information is available after DOE rulemaking from the reauthorized Higher Ed Act is completed.

13. Agenda item: **Format for future AA Council meetings** –
This agenda item was postponed until a later meeting.

14. Additional item added at the meeting opening—**Location of distance education courses**.
This agenda item was postponed until a later meeting.

**OTHER**

**Next Meeting:** A **special AAC meeting** will be scheduled by Ken for a date soon after Thanksgiving.