Wyoming Community College Commission

Meeting Notes

Academic Affairs Council

Date: Thursday 11/12/10, 8:30 – 10:00 AM.
Place: Telephone Conference -

Attendees:
CC – Carmen Simone
CWC – Jason Wood
EWC- Dee Ludwig
President Armstrong
LCCC- Marlene Tignor
NWCCD- Jon Connolly
James Baker
NWC- Bob Krenz
Rhonda Peer
WWCC- Ken Fitschen
Sandy Caldwell
WCCC- Joe McCann

Meeting Notes

1. Agenda item: Corrections of the 09/23/10 AAC meeting notes
   No corrections were brought forward.

2. Rumor clarification –
   None were noted

3. Agenda item: Update
   a. WCCC Statewide Strategic Plan work- Joe McCann’s needs for information
      Discussion: Joe McCann requested those VPs who had not yet forwarded their institution’s advisory Council; minutes from ’09-’10 and their institution’s CE and DE MOUs with school districts to do so.
   b. GED position search –
      Discussion: Joe McCann informed the Council that 69 individuals had applied to date.
   c. Status of new program requests –
      NWC’s surveying technology program is up for both EC and Commission consideration.
d. **Paulien and Associates** - information needs.

4. Agenda item: **Follow-up**
   a. **Statewide Longitudinal Data System (SLDS) Task Force** –
      Discussion: Joe McCann a member of the task force, gave a progress report
   
   b. P-16’s request for funding from WDE, WCCC, WCCs and UW-
      P-16 Executive Committee has requested contributions from the CCs and Commission to
      support the Council’s projects. These requests would match UW’s $40,000 pledge and
      WDE’s $50,000 pledge to support P-16 projects.
   
   c. **Strategic Plan 1.7**
      a. – **Definition of Successful Completer** -
         Discussion: Bob Krenz voiced his view that providing an incentive for course completion
         is not a good idea. There was a discussion of whether the formula should include or
         exclude D grades. An uneasy consensus emerged to retain the D grades in the formula.
         Next steps: The Council members suggested that the codes in the formula should be
         updated to include all pertinent codes currently in use at the community colleges.
   
   d. **Smarter Balanced Assessment Consortium** – Executive Director Rose has sent a letter of
      intent to participate to WDE after an EC discussion.
   
   e. **ACT and COMPASS** composition and reading transition scores -
      Discussion: The Council reached consensus that Council members could back an English
      transition ACT English score of 21.
      Next steps: The Council members will:
      - Request that the English articulation participants from their community college
        understand the resolve to arrive at a common composition placement
        threshold.
      - Email Joe McCann a college reading lead person to participate in a VP – reading
        lead person meeting tasked with the articulation of ACT and Compass reading
        transition thresholds.
   
   f. **SEA 52 implementation** issues –
      Discussion: No changes in AAC positions were contemplated. The agreement to address
      concurrent faculty qualifications reached in the SEA 52 Consensus Council and the
      discarded $500 stipend for distance education dual credit students were both discussed.
      Next steps: Joe McCann will make changes to the financial reporting templates, which
      were recommended out of the last Consensus Council meeting.
   
   g. **Commission member concern** – New program request form - signature page
      consistency
Discussion: The Council members came to the consensus that only one community college signature by the Academic VP would suffice. The VP signature will to indicate that a new program request or a program revision request has successfully traversed all the requisite community college processes.

Next step: Joe McCann will revise the request form consistent with this AAC consensus.

h. Possible programs for articulation with UW-
Discussion: These programs are:

- Bachelor of Applied Science (BAS)
- Energy
  - Energy Resource Science
  - Energy Systems Engineering
  - Petroleum Engineering
- Geologic sciences
  - Environmental Geology/Geohydrology
  - Geology
  - Geology and Earth Sciences
- Health and Safety
  - Kinesiology and Health Promotion
- Performing Arts
  - Music Performance
  - Dance

Next Steps: The VPs will provide Joe McCann names of potential program participants via email participants:

5. Agenda item: Meeting with representatives from MN, MT, NE, ND, OR, SD, WA, WY
Re: Possible Multi-state general education articulation–
Discussion: Joe McCann described the primary thrust of this group of SHEEO representatives is to facilitate transfer of general education among state institutions. Marlene Tignor informed the Council members that the WICHE Council she sits on has similar designs among WICHE participant states.

6. Agenda item: Committee updates –
   a. WY DEC Committee – Jason Wood “volunteered” to serve as the AAC’s contact person for the Distance Education Committee
   b. Workforce Training Committee- decision on a contact person is pending
   c. ABE/GED Committee – decision on a contact person is pending
   d. Library Committee - Bob Krenz informed the Council of a recommendation from the Library Committee to add library related questions to the WCC optional questions for the 2011 CCSSE administration.

Action: Consensus was reached to support the addition the recommended questions to the 2011 CCSSE instrument.
7. Agenda item: **CCSSE instrument optional questions** (attachment) - Should they be changed?  
   **Discussion:** no additional questions beyond the library questions were identified.

8. Agenda item: **POSTPONED:** Academic Transfer Guide – just a question –  
   Time did not allow consideration of this agenda item.

9. Agenda item: **WCC course discussion items** which originated from recent audit and summer 2010 enrollment report (attachments)  
   a. Levels of instruction for two NWC prefixes not originally approved when the two new programs were approved by the AAC in 2008 (attachments)-  
      **Action:** Bob Krenz moved to approve course prefixes RADI and FLM/R for NWC at level of Instruction 3 and the prefix MUSC for all seven community colleges at level of Instruction 3. Marlene Tignor seconded the motion.  
      **Motion passed** six for, none against, with one abstention
   
   b. Consistency of documentation of credit courses of length less than one credit hour –  
      **Discussion:** Most of the community colleges voiced the validity of the course documentation of the courses at their institution. Only one VP was not aware of the status of the fractional credit courses.

   c. Course prefixes that include two different levels of instruction –  
      **Next steps:** VPs were asked to identify any exceptional course approved by the AAC in 2004 at a different level of instruction than other courses with that prefix to facilitate documenting them on the official course prefix spreadsheet document.

10. Agenda item: **POSTPONED** **WICHE’s** (Western Interstate Commission for Higher Education) Internet Course Exchange (**ICE** program) –  
   Time did not allow consideration of this agenda item.

11. **Additional** Agenda items: None came forward

12. **Next meeting – Currently** scheduled for Thursday Dec. 9th at 8:30 AM.  
   Via conference call.