Meeting Notes

1. Agenda item: Corrections of the 11/12/10 AAC meeting notes –
   Correction: Full consensus was not reached Council support of recommending an AAC recommendation to the English Articulation committee that a common developmental course to English 1010 ACT transition score be set at 21. Bob Krenz did not support that recommendation.

2. Rumor clarification – There were none.

3. Agenda item: Update
   a. WCCC Statewide Strategic Plan work –
      Discussion: Joe McCann asked that the AAC members who have not already done so submit: their ’09-‘10 advisory council minutes and their ’10-‘11 Concurrent enrollment and dual enrollment MOUs with their partner school districts.
b. **GED position search** –
   **Discussion:** Joe McCann informed the Council members that additional candidates will be interviewed. There were over 150 applicants for the position.

c. **Status of new program requests** –
   **Announcement:** WCCC’s approved EWC’s new Surveying Technician Certificate at its 12/08/2010 meeting.
   **Intent to request new programs:** NWC – International Studies; EWC Business records for the Dept of Corrections; CWC – Technical Studies; CT and MRI programs

4. Agenda item: **Committee updates** – None were forthcoming.

5. Agenda item: **Follow-up**
   a. **Statewide Longitudinal Data System (SLDS) Task Force** –
      **Discussion:** Joe McCann provided a summary of the current status of the Task Force’s work. A summary of the work to date will be presented to the Dec. 16th Joint Education Committee meeting. The Task Force is considering an offer from the US Dept. of Education (US DOE) to provide technical assistance to the Task Force’s project planning that they are providing the state department’s of education that were awarded DOE grants to establish SLDSs. Jim Campbell a DOE consultant, made a presentation at the last task Force meeting Nov. 23rd.

b. **Strategic Plan 1.7 a. – Definition of Successful Completer - Recommendation from the IR committee:**
   The IR Committee recommends that the AAC and SSC support adapting one of the National Community Colleges Benchmarking Project’s (NCCBP) two definitions. Either
   \[
   \text{Enrollee Success Rate} = \frac{\# \text{of (As+Bs+Cs+Ss+Ps)}}{\# \text{of total enrollees}-\# \text{of audits}}
   \]
   Or,
   \[
   \text{Completer Success Rate} = \frac{\# \text{of (As+Bs+Cs+Ss+Ps)}}{\# \text{of total enrollees}-\# \text{of audits}-\# \text{of withdrawals}}
   \]
   **Discussion:** The council members support the use of a measure for which there is a national benchmark available.
   **Action:** The Council members reached consensus to support the use of the NCCBP’s Completer Success Rate for the purpose of Statewide Strategic Plan action step 1.7 a. “implementing as student success component within the Wyoming community college funding allocation”.

c. **Reconsideration of SEA 52 financial reporting format.** (document with proposed changes emailed by Ken Fitschen)
   **Action:** Changes in red and yellow were made as a result of our AAC decision and additions in orange came from a later meeting with WDE representatives.
6. Agenda Item: An invitation to a WY Community College coalition to be part of the launch of Workforce Strategy Center’s **Pathways to Completion Network** –

**Discussion:** Joe McCann asked the Council to consider an inquiry from the Workforce Strategy Center’s pathways to completion project. Participation for our seven Community Colleges to participate as a consortium would cost about $3,500 the first year and involve additional data sharing relative to collaborative HS - Community College degree and certificate programs.

**Action:** Consensus was reached not to pursue this opportunity at this time given the wealth of resources already available and the current expansion of data sharing already underway at our seven community colleges.

7. Agenda item: **Splitting CC’s Communication AA** into three degrees – *Does this constitute three new programs?* (email from Carmen Simone)

For our consideration of Carmon’s question the AAC approved this procedure 2/12/2010:

> Substantive modification of a Wyoming Community College program, either certificate or degree, requires submission of a formal Request for Revised Degree or Certificate Program to the AAC and the EC when any of the following apply:
>  - The program’s CIP code changes
>  - Completer outcomes change
>  - Program intent and/or target audience are changed.

**Discussion:** Joe McCann brought this request to the AAC because he believed that splitting this degree into three degrees did not warrant processing a degree change request. But that this was the first time this circumstance had arisen during his tenure with the Commission. The Council members reached quick consensus that it did not. Joe McCann concurred and Carmen Simone thanked the Council members for the Council’s consideration and their conclusion.

**Action:** No action was required.

8. Agenda item: **WCC course discussion items** which originated from recent audit and summer 2010 enrollment report (attachment)

   a. Are there any course prefixes that include multiple levels of instruction? We need to add any exceptions to the **WY Community Colleges Levels of Instruction** spreadsheet before it is sent on by the AAC, for EC consideration.

   **Discussion:** The prefixes that have multiple levels of instruction that the Council members remembered are for: Communications, Anthropology, Journalism (broadcast), and Trucking

   **Action:** The Council members will ask their institutions registrars to check the lists used at each community college and email the results to Joe McCann by 1/31/11.
9. Agenda item: **WICHE’s** (Western Interstate Commission for Higher Education) Internet Course Exchange (ICE) program – **An invitation** from Maggi Murdock, UW, a WICHE ICE advocate.

**Action:** Joe McCann will ask Maggi Murdock or another representative of WICHE ICE to visit with the Council members about WICHE ICE at a future Council meeting.

10. Agenda item: **Current COUNTY versus RESIDENCE.COUNTY** in the ER programming logic – **POSTPoned due to lack of time**

11. Agenda item: **Academic Transfer Guide** – just a question – **POSTPoned due to lack of time**

12. Agenda items: Consideration of the calendar year **2011 AAC Meeting Schedule** – **Action:** Change the May meeting to 5/10 thru 5/12 in Riverton in conjunction with the WyDEC conference. Leave the February meeting with time TBA in Cheyenne in conjunction with the WACCT conference. See below:

   **Academic Affairs Council**

   **2011 Meeting Schedule**

   **Thursday January 13, 2011 - 8:30 AM.** Via telephone conference

   **Tuesday February 2 - 4, 2011 – Time TBA** Meeting in conjunction with the WACCT Conference in Cheyenne

   **WCCC meeting Feb 2, 2011 (for program approvals)**

   **Thursday March 10, 2011 - 8:30 AM.** Via telephone conference

   **Thursday April 14th 23, 2011 – 6:00 PM.** Via telephone conference

   **WCCC meeting April 26, 2011 (for program approvals)**

   **Monday May 10 - 12, 2011 – Time TBA** In conjunction with the WyDEC Conference May 23- 25

   **Thursday June 09, 2011 - 8:30 AM.** Via telephone conference

   **WCCC meeting June, 2011 TBA (for program approvals)**

   **Thursday July 14, 2011 - 8:30 AM.** Via telephone conference
Thursday August 11, 2011 - 8:30 AM.  Via telephone conference

Wednesday September 21, 2011 - 3:00 PM.  In conjunction with the U. of W. Articulation conference

Thursday November 10, 2011 – 8:30 AM.  Via telephone conference

Thursday December 8, 2011 – 8:30 AM.  Via telephone conference

13. Additional Agenda items – None considered.

14. Next meeting – Currently scheduled for Thursday Jan. 13th at 8:30 AM.  Via conference call.