Wyoming Community College Commission

Academic Affairs Council

Meeting Notes

Date: Tuesday 3/10/11, 8:30 – 10:00 AM.
Place: Telephone Conference -

Attendees:

CC – Carmen Simone
CWC – Jason Wood
EWC – Dee Ludwig
Connie Woehle
President Armstrong
LCCC – Marlene Tignor
NWCCD – Jon Connolly
NWC – Bob Krenz
WWCC – Ken Fitschen
Sandy Caldwell
WCCC – Joe McCann

Meeting Notes

1. Agenda item: Corrections of the 02/01/11 AAC meeting notes – None noted

2. Announcements:
   NWC has received a draft Higher Learning Commission PEAQ accreditation visitation report.

3. Rumor Clarification:
   None noted

4. Agenda item: Review of WCCC New, Pilot, or Revised Program Request process (we resolved to do this review at the end of the fall semester) – (2 attachments)
   Discussion: There were no suggestions for substantive change. Orientation on the purpose and use of the form needs to be done for new Commission Members. At new vice presidents.
   Editorial change: The Program Revision, New Program and Pilot Program Request Form should be formatted so that community college input in the template can be differentiated visually, from the template sections and directions. Joe McCann will email out a draft
revision, make any appropriate revisions and subsequently refer the three documents to the Executive Council.

5. Agenda Item – Process to address **unqualified adjunct concurrent enrollment** faulty applicants –
   
   **Discussion**: A transition process should consider setting improvement targets; current teaching performance of the faculty member considered; and include transition period of up to three academic years.
   
   **Action**: A work group of Dee Ludwig, Jon Connolly, Marlene Tignor, and Joe McCann will work on a rough draft for Council consideration.

6. Agenda item: **New program requests** –
   
   a) **CWC Technical Studies** AAS degree and **Technical Studies** certificate – Jason Wood
      
      **Action**: Carmon Simon moved to approve these two programs with the suggestion that an apprenticeship be added to the program as an alternative. Jon Connolly seconded the motion.
      
      Motion carried unanimously.
   
   b) **CC Equine Assisted Therapy** Certificate and **CC Assistive Technology** Certificate – Carmen Simon
      
      **Action**: Jon Connolly made a motion that this program request be approved contingent upon the first aid requirement be changed to a prerequisite non-credit course. Dee Ludwig seconded the meeting.
      
      Motion carried unanimously.
   
   c) **CC Computer Tomography** Certificate and **CC MRI** Certificate – Carmen Simon
      
      **Action**: Dee Ludwig made a motion to recommend approval of this program to the AAC. Marlene Tignor seconded the motion.
      
      Motion carried unanimously.

7. Agenda item: **Follow-up** –
   
   a. **US DOL - Trade Adjustment Assistance Community College and Career Training Grants**: 
      
      **Discussions** are occurring and arrangements are being made being made to apply for this grant as the seven community colleges participate in a **variety of incipient consortia**.
   
   b. **WICHE –ICE**: any interest? –
      
      **Action**: None of the Community Colleges have an interest in participating at this time. No further action is required at this time.
   
   c. Grant funded **Chinese courses** for high school students: any interest?
      
      **Action**: CC; CWC; and LCCC are interested in further discussion of this opportunity. Joe McCann will inform Dr. Scull of their interest via email.
d. **Finalizing Course prefix list**- Multiple level of instruction prefixes:
   **Action:** Joe McCann will send emails to those community colleges that that have different levels of instructions for specific courses with ANTH, CO/M, JOUR, or TDD prefixes. Then bring back suggestions to the Council from those communications.

e. **WCCC Statewide Strategic Plan 8.2, b.** – **Develop an annual report** detailing statistical information and accountability results **statewide and by college and make it available to policymakers and the public.**
   **Discussion:** Joe McCann outlined plans to disaggregate measures for four of the core indicators in the draft Council members will be receiving for review in the next few weeks.

f. **Postponed** - **WCCC Statewide Strategic Plan 8.3,a.**:

h. **WY Legislative session:**
   Discussion of the following legislation was held:
   - SF 29 (SEA 73)
   - SF 101 (SEA 63)
   - SF144 (SEA 67)
   - ‘11-’12 Budget Amendments

8. **Additional** agenda items:
   **Review requested:** Jon Connolly asked the Council members to review the first draft of a plan to research outcomes from concurrent enrollment upon transfer to UW and subsequent community college enrollment. The Council members of that volunteered for an ad hoc committee charged with drafting a process to bring back to the full Council are:
   - Jon Connolly
   - Dee Ludwig
   - Marlene Tignor
   - Joe McCann

9. **Next meeting – Currently** scheduled for Thursday April 14, 8:30 – 10:00 AM. via conference call.