Wyoming Community College Commission

Academic Affairs Council

Meeting Notes

Date: Wednesday 9/21/11, 1:00 PM.
Place: UW - Wyoming Union, 15th Street at Fraternity Mall, Big Horn Room (#203), Laramie, WY

AAC Members present:
CC - David Cherry
CWC – Jason Wood
EWC- Dee Ludwig
President Armstrong
LCCC- Marlene Tignor
NWC- Ronda Peer
WWCC- Sandy Caldwell
WCCC- Joe McCann

Notes by: Joe McCann

Agenda

1. Agenda item: In person introductions of Interim Academic VPs and David Cherry, Casper College and Ronda Peer, Northwest College!

2. Agenda item: Corrections of the prior meeting notes – None noted

3. Announcements and Rumor Clarification:

4. Agenda item: Update
   a) SLDS taskforce – Dee Ludwig and Joe McCann – Discussion: Dee Ludwig and Joe McCann reported on the degree of progress made to date. Work is progressing. A draft MOU, manual, and governance structure have been assembled. Both WDE and UW have committed to being the fiscal and personnel agent for this project. Supt. Hill believes WDE has the expertise and resources to function as the financial agent. UW’s President Buchanan was less
effusive. UW however does not to be perceived as taking over the project. Work is proceeding on a budget, but most of the taskforce members have not yet “weighed in” on it.

b) Data request from Wyoming Distance Learning Center *(attachment)* –

**Action:** Consensus was reached that the data request should not be honored in its present form due to the lack of specificity in the study question and open-ended nature of the requested use and circulation of the study results.

c) Data Consistency Committee charge - Approved by the EC Aug 18, 2011 –

**Discussion:** Joe McCann explained the origin of charge for the task force came from the President’s Council, not the Executive Council, thus this request went directly to the EC to get official sanction of the taskforce’s work plan.

d) New DOE regulations – Gainful employment –

**Discussion:** No new developments require action.

e) SEA 63 - Reporting required by 2011 Hathaway legislation SF 101- SEA63

*http://legisweb.state.wy.us/2011/Enroll/SF0101.pdf*

**Discussion:** Progress has been on both English and math placement transition scores. UW and the WY Community Colleges use ACT scores of 21 on both. There may differences in the transition scores used between the composition developmental courses.

**Action:** The VPs decided to provide Joe McCann with developmental interventions that have yielded positive results, for inclusion in the report. The AAC members unanimously supported recommending to the JEIC, the implementation the strategies that were agreed to when the Complete College America grant was submitted by Governor Mead’s office.

f) Required reporting under SEA 52 – Progress to date –

**Discussion:** We have reports from all BOCES and BOCHES and the community college reports are nearly completed.

g) Status of SEA 73 mandated Behavioral Specialist program development – Progress to date – There was no additional progress to report

5. Agenda item: Review faculty qualifications document *(attachment)* –

**Action:** Jason Wood moved to circulate the draft Faculty Qualification document after corrections are made by Jon Connolly. Seconded by Marlene Tignor. Motion passed unanimously. Joe McCann will circulate the updated version to AAC members and the Executive Council after receiving the updated draft from Jon Connolly.
6. Agenda item: Consideration of dual enrollment **course list for state wide distribution**

7. Agenda item: Modification of **Core Indicator report**

8. Agenda Item – Consideration of **program requests** *(attachments)*

   **EWC – CERT Early Childhood**

   **Discussion:** A consensus was reached that EWC needs to make the following changes to the Certificate request:
   
   a. Check that the request fulfills the practicum hours required
   
   b. Provides a CIP code.

   **Action:** Dee Ludwig withdrew the program request. The Council will consider this program request by email if EWC emails the Council membership a corrected copy in time for the Program Review Committee to act on it before the October 28th WCCC meeting packet is mailed.

9. Agenda item: **Library Payment Change**

   **Discussion:** No objections were raised to changing the payment procedure to reimbursing the community colleges for library material purchases. This change will eliminate the need for auditing each community college’s library material purchases.

10. Agenda item: Revisiting five proposed **articulation opportunities** (State wide Strategic Plan) 1.4a. *(attachment) No progress has been made on the UW side.*

11. Agenda item: Committee Reports:

    a. **Request for a name change** from the Workforce Training Committee - The Committee (this is the name currently in the WCCC Consultation Policy) requested that the name of the committee in the WCCC Consultation Policy be changed to:

       “Workforce Development Committee”

       **Action:** Marlene Tignor moved to recommend this committee name change to the Executive Council. Dee Ludwig seconded the motion. The motion passed unanimously.

12. Agenda item: Facilitation of **WCCC program review** next steps– Postponed due to time constraints.

13. Agenda item: **Upcoming CCSSE workshop**

14. **Additional** agenda items:

15. Next meeting – Currently scheduled for 8:30 AM. 11/10/11 via teleconference