

# Wyoming Community College Commission



## Academic Affairs Council Meeting Notes

**Date: 8:30 AM. Thursday January 10, 2013**

**Place: Conference Call** - Call in number is 1-877-278-8686 and PIN is 926477.

Members present:

CC:	Tim Wright
CWC:	Jason Wood
EWC:	Dee Ludwig Tom Armstrong Mike Durfee
LCCC:	Pat Scherdtfeger
NWCCD:	Jon Connolly
NWC:	Gerald Giraud Matt Ewers
WWCC:	Lou Flaim
WCCC:	Joe McCann

## Meeting Notes

1. Corrections of the prior **meeting notes** – None were noted.
2. **Announcements and Rumor Clarification** –
3. Agenda item: Workforce Development Committee subgroup suggestions on a WCCC approval mechanism for **non-credit programs** – Joe McCann

An approval mechanism would require sanctioning by the WCCC. This workgroup has suggested that non-credit programs be considered for approval by a six member **non-credit program review committee**. *Programs approved by that committee would then be presented to both the Executive Council and the WCCC as information items. They recommend that the non-credit program review committee* consist of four workforce development directors as well as the Program Team Leader and the Certified Specialist Program Manager from the WCCC Staff. (This recommendation does not include an approval function for the AAC.)

The definition of a non-credit program that would require **non-credit program review committee** approval would be:

*Non-credit programs either lead to a national, state, industry or association certification/licensure or which provide a complete skill set required to work in a specific occupation.*

A template and approval criteria for non-credit program requests would need to be developed a part of a recommendation for consideration by the EC and subsequently the WCCC. “Blanket approval” of current programs that meet the definition above would be the first action of the non-**credit program review committee**.

**Recommendations** to the Workforce Development Committee:

- a) The definition should be changed by adding the word “complete” to:  
*Non-credit programs either lead to a national, state, industry or association certification/licensure or which provide a complete skill set required to work in a specific occupation.*
- b) The approval process should be responsive and capable of a quick turnaround
- c) Use of teleconferences to facilitate a shorter decision time frame encouraged
- d) A non-credit program review committee should be kept small.

4. Agenda item: Consideration of any **program requests** – There were none

5. Agenda items: Update -

a. Incipient individual community college **completion initiatives** –

**Discussion:** Joe McCann encouraged additions to the list

b. Pearson/Smarthinking **incentives** –

**Next steps:** Joe McCann will determine if Pearson representatives would be willing to review Pearson products with potential users at each community college campus.

c. **CCA participation** –

**Discussion:** Jason informed the VPs that the New Orleans CCA event served primarily to inform the Wyoming Team members why completion is imperative, regarding selected current interventions that appear to be “bearing fruit”, and on the basic tenants of state CCA membership. That event didn’t include time for the Wyoming Team to set targets or make plans. A meeting of the team is planned for later in January 2013.

**Concerns:**

- Transformation rather than tinkering
- Completion of required metrics by May 2013
- Avoidance of gaming the completion incentives portion of the variable portion of the community college funding formula

d. Spring 2013 **“to dos”** –

**Request:** Joe McCann requested that the VPS submit the following lists for their colleges if they have not already done so:

- Corrected programs list
- Programs reviewed during for '11-'12 and '12-'13
- Corrected course credit hour variation list

e. **Legislation** -

**Discussion:** HB54 – High School Equivalency; HB105 Citizen’s and Students’ Defense Act; and SF77 Community College Construction were reviewed

6. **Additional** agenda items:

a. **Future agenda items** -

- Advertising/promoting programs outside each community college services area
- Consideration of a tradition or “gentleman’s agreement” for a minimum length of an associate degree being currently being understood to be 64 credit hours
- Review of Incipient completion initiatives listing

7. **Next meeting** – Tuesday 2/5/13, 1:00 PM. or Wednesday 2/6/13, 4:00 PM. either time in conjunction with the Annual WACCT Conference–