

# Wyoming Community College Commission



## Student Services Council Meeting Notes

**Date: 8:30 AM. Thursday July 16, 2015**

**Place: Conference Call**

### Members present:

CWC:	Cory Daly	WWCC:	Jackie Freeze
EWC:	Rex Cogdill	WCCC:	Andy Corbin
LCCC:	Judy Hay		Cayse Cummings
NWCCD:	Sharon Elwood		Joe McCann
NWC:	Gerry Giraud		Matt Petry

- 1) Agenda item: Corrections of the prior **meeting notes** – None
  
- 2) Agenda item: Defining a **Hathaway freeze date** as contrasted to current definition of official enrollment date and of last date to drop –  
**Discussion:** Andy Corbin discussed census date inconsistencies between financial aid, enrollment and Hathaway funding. He asked if there could be a common methodology for Hathaway funding and Financial Aid operations to use a common Hathaway freeze date.  
**Action:** Sharon Elwood made a motion to use the 12% enrollment census date methodology for the Hathaway freeze date. Judy Hay seconded the motion. The motion passed unanimously.
  
- 3) Agenda item: Update on Community College/UW **etranscript project** –  
**Discussion:** Andy Corbin presented the developmental timeline starting in 2012 and up to current time. UW and the community colleges are currently waiting for Ellucian to complete development of that functionality. Andy mentioned that during a recent JEIC meeting this issue was brought up again with the request that the college CIOs and Registrars come to the table for future development. A recent meeting with Ellucian brought forward two options;
  - a) Legacy System that has a short remaining life but would provide true articulations. Costs to the colleges were provided for this option.

- b) DEX SML that uses SML documents would require a partnership with the Student Clearing House. Costs to the student were provided for this option.  
**Action:** Andy Corbin suggested a meeting with the Registrars to further discuss options. Rex Cogdill mentioned that the Registrars meet twice monthly with the next meeting tentatively scheduled for early October. Rex will request a meeting with the Registration Committee. Rex will also attend that meeting.
- 4) **Welcome** to Gerry Giraud- Joe McCann advised members Gerry Giraud will be serving as both the AAC and SSC representative for the foreseeable future.
- 5) **Announcements and Rumor Clarification** – Rex Cogdill said EWC was looking for a new Athletic Director and now Rex will be assuming those duties. Eastern is also seeking an interim men’s basketball coach. Judy Hay said LCCC has the following new employees; Trainer, Molly Shipley, VP of Administration and Finance- Rick Johnson, Executive Director of HR- Tammy Moss. Judy Hay also mentioned that the building of a new Student and University Building has started. Cory Daly mentioned that Brad Tyndall has started at CWC as the VP of Academic Affairs.
- 6) Agenda item: **Updates**
- a) Completion conference and WySAC **planning** – Rex Cogdill, Cory Daly and Carol Garcia- Joe McCann said Kim Byrd at Casper College has been contacted to host the one day conference in October. Rex Cogdill suggested generating a once yearly billing in support of WySAC that could start in FY16.  
**Action Items:** Joe McCann said there will be a call for presentations coming out soon. Kim Byrd is following up with Casper College to arrange a meeting venue. The steering group for this conference plans to meet in late July.
- 7) Agenda item: **CCW update** –  
**Discussion:** Jackie Freeze advised an early September release date for the premier of a dashboard with submitted matrix data.
- 8) Agenda item: Draft of residency for the purpose of guidelines for **determining residency** for tuition purposes-  
**Discussion:** Joe McCann mentioned a meeting that Rex, Kim, Judy and Joe held July 9th at Casper College to create a draft of residency guidelines. They will be sharing a draft for approval via email for fall 2010 use. A number of items to be included and potential forms to accompany the guidelines were covered, as well the degree of correlation to the UW’s Regulations 8-1.

**Action:** Joe McCann will be emailing out the applicable WCCC emergency rules for reference and comparison purposes. Judy Hay will be asking Registrars for advice on a common appeals forms.

- 9) Agenda item: Have there been changes to fall '15 composition and math **placement protocols** at each college?

**Discussion:** Western and LCCC reported substantive changes have been made in their course placement processes.

**Action:** Judy Hay and Jackie Freeze will email everyone their protocols once are they are finalized.

- 10) Agenda item: Admissions; Financial Aid; Marketing, and/or Registration **Committee reports:**

- a) Marketing Committee –

**Discussion:** Jackie Freeze advised everyone the committee met on July 7<sup>th</sup> to discuss the statewide social media marketing. Jackie reminded everyone there is an agreement not to do PR via traditional media in other college's service area.

**Action:** Jackie Freeze will send out the draft recommendation once she receives them; hopefully in August. Joe McCann will email members with a poll for a possible SSC recommendation to direct to the Executive Council.

- 11) Agenda item: Format and agenda items for **September 24<sup>th</sup> SSC meeting-**

**Discussion:** There will be a Gear-up meeting the afternoon of September 24<sup>th</sup> at Laramie.

- 12) **Other** agenda items: None

- 13) The next SSC meeting is scheduled September 24, 2015 (face-to-face) the day proceeding the Articulation Summit in Laramie. The SSC meeting will meet in the morning, AAC in the afternoon and the AAC and SSC will meet jointly over lunch. The next scheduled teleconference is for November 19, 2015.