

Wyoming Community College Commission



Student Services Council Meeting Notes

Date: 10:30 AM – 12:00 PM, Thursday, September 29, 2016

Place: **Face to Face** – Laramie, WY, Wyoming Union building, Senate Chambers

Members present:

CC:	Kim Byrd	NWCCD:	Leah Barrett
CWC:	Cory Daly	NWC:	Lourra Barthuly
EWC:	Rex Cogdill	WWCC:	Phillip Parnell
LCCC:	Judy Hay	WCCC:	Joe McCann

1. Agenda item: Corrections of the prior **meeting notes** - None were noted
2. Agenda item: New SSC members **Lourra Barthuly**, NWC; **Leah Barrett**, NWCCD; and **Phillip Parnell**, WWCC were welcomed **in person**.
3. **Announcements** -
 - LCCC - VPAA search has commenced. LCCC has a new student hub, a new housing director, and a new women's basketball coach.**
 - CWC** –There are currently an interim President, Brad Tyndall; an interim VP for Academic Services, Kathy Wells; and interim VP for Administrative Services, Willy Nosleep. CWC has a new student services one-stop center and new coaches.
 - NWCCD** – A new Pronghorn Center building is now open at Gillette College
4. Agenda item: **Updates**
 - a. **Sharing safety information**

Action: The next step will be research by Sara Axelson and Leah Barrett relative to what needs to transpire to justify notification of faculty and staff of sex offender class attendance or presence on campus. .
 - b. **Partnering for Student Success and Transition** sponsored by CCW, AAC, and UW/School Partnership -

Status: Almost 80 participants have registered. The conference planners have asked each college to bring 40 copies of course syllabi for ENGL 1010, MATH 1000, and Math 1400 to facilitate small group discussion.

- c. **Setting levels of instruction (LOI) by course section**
Discussion: Joe McCann will share an initial draft LOI spreadsheets with AAC members this afternoon. He is done assigning LOI 1s, 2s, or 3s for CTE courses and Cayse Cummings is doing a companion spreadsheet for transfer courses. Joe explained a decision tree that will be employed for determining a fourth level for distance education course sections as part of the implementation of HEA 29, the Community College recalibration bill. A discussion ensued regarding decision criteria for LOI course section assignment of hybrid course sections with a 0.8 distance education LOI.

 - d. **Creation of a placement protocol and assessment crosswalk document –**
Discussion: CC’s Claudia Steward has assembled a synopsis of placement information that will be shared during the PSST event October 7th. We could use this and an initial draft of a crosswalk document.

 - e. **Data Integrity Issues – Judy Hay**
Discussion: The SSC members feel that the turn-around time to get non-state, required data codes approved by the DGIRC changed are too lengthy.
Action: The council quickly reached consensus to request that Joe McCann convey the SSC’s dissatisfaction with this turnaround time with the WCCC executive staff and Nicole Anderson.

 - f. **Upcoming modification of Wyoming high school student summative assessment**
Discussion: WDE is finalizing “RFPs” for both state required summative K-10 assessment and for a college readiness assessment (ACT is not a forgone conclusion). The council members adamantly desire there be community college and UW input into both the assessment planning and implementation.

 - g. **Fall ’16 enrollment**
Discussion: Three colleges enrollment looks to be up slightly. Three are “about even” and one is down from fall 2015.
5. **Agenda item: OCV (overseas combat veterans) program funding**
Discussion: A group of community college and UW financial aid directors, Joe McCann, Phillip Parnell, and Amy Brockel, led by Larry Buchholtz, are working on a set of recommendations to make OCV programs less expensive. This is being done at the Governor’s Office behest in case there is a move in the 2017 legislature to fund OCV beyond July 2017.

6. Agenda item: **Student program of study** –
This agenda items was postponed due to time constraints.
7. Additional agenda item(s):
 - a. Sharing of graduate and/or stop-out student directory information was discussed by Sara Axelson and the SSC members.
 - b. Possible “block” acceptance to **transfer certificates** by UW was discussed.
 - c. Participation in a **National Health Survey** was discussed.
 - d. **A synopsis** of Adult Education WIOA Kick-Off meeting “fireside chat” with Chris Coro, Deputy Director of Adult Education & Literacy, U.S. Department of Education (USDOE) was provided by Joe McCann.
8. The next scheduled meeting is via conference call 8:30 AM Thursday, November 17th. An October meeting will be scheduled if possible.