

# Wyoming Community College Commission



## Student Services Council Meeting Notes

**Time:** 8:30 AM, Thursday, Dec. 15, 2016

**Place:** Conference call

### Members present:

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

1. **Consideration of meeting notes** from last SSC meeting: No changes.

2. **Announcements and rumor clarification:**

EWC, Rex Cogdill – EWC’s President Rick Patterson is retiring at the end of the June

CWC, Cory Daly -Their Interim President Brad Tyndall has been appointed as President

LCCC, Judy Hay –LCCC is nearing end of as second VPAA search.

- LCCC moving into new building.

- UW / Sarah Axelson retiring at end of FY 17. UW reorganizing the current duties of the VPSS and placing some services under an Assoc. VP for Academic Affairs. Most student support services will be under the new VP for Student Services. The Provost will have more direct oversight of outreach.

WCCC, Joe McCann – The JIAC is meeting this morning. WCCC is second group to present.

3. **HEA 29 implementation work**, including use of “sched codes” for assigning LOI 4 for distance course number –

**Discussion:** The Executive Council discussed recommendation from the AAC regarding separation of LOI 4 (distance education) course sections from level 1, 2, or 3 sections. One idea is to change the Colleague “sched type” codes for hybrid course sections at the beginning the ’17-’18. Use 75% of equivalent instruction contact hours of distance education modalities (HLC distance education definition) as the threshold at or above which, a course section would be defined as a distance education course. Joe McCann has been talking with the AAC about this.

An AAC sub-group has been formed to flesh out a proposal that could be recommended by the AAC to the EC.

Joe asked if the responsibility of assembling the teacher's course schedules is that of Student Services at each college. EWC – No; LCCC – No; NWC - yes; Casper – Yes; CWC – ?; NWCCD – a combination, and WWCC - ?? . That AAC sub-group will also work on a recommendation which of the certificates will count for new the degree/certification funding formula metric starting the next biennium. HLC indicates that 75% relates to interactions of student and faculty as well as the mode of instruction. The AAC feels these definitions should be made clear at the outset so when the sections are put together, it is determined then which type it would be.

**Action:** Get any comments to Joe.

#### 4. Updates -

##### a. Potential common LMS discussion requested by the President's Council

**Discussion:** This consideration started because EC looked at a recommendation from a consultant (20 or more ideas) where common approaches and collaboration would save the colleges money. The first idea to be considered is a common LMS platform. Pres. Devine explained that there is no project being discussed that every college must join in on (LMS; data backup; etc.). Each college would determine if it saves money and/or increases efficiencies. A committee has been appointed by the Presidents and has been meeting for a couple of months. Other ideas for collaboration may be considered in the near future.

##### b. Work on draft LOI by course list

**Status:** Joe McCann and Cayse Cummings worked on proposed LOI by course lists for both academic transfer and CTE courses. Joe sent out the lists to AAC members and courtesy copied the SSC members. AAC members to review the lists and trying to get it done before Christmas break.

##### c. Re-creation of a placement protocol and assessment crosswalk document using work of Claudia Stewart and Jill Hughes as a starting point -

**Status:** This is on Joe's to do list and the SSC members thought that review of transition cores and addition of placement protocols of each college could be added before Christmas Break. The members present reached consensus to set a completion target of March 1<sup>st</sup>.

**Action:** Please get these edits along with the math and composition placement protocols to Joe by Feb. 6<sup>th</sup>.

##### d. CCSSE optional questions follow-up

**Discussion:** The DGIRC members attempted to get input from the VPs of the optional questions literally at the last hour. This should have involved the VPs at the start of optional question consideration. Joe McCann had requested much earlier consultation with the VPs.

**Action:** Joe McCann will share the SSC member concerns and ask that the optional questions be referred to the VPAA's and VPSS's when this task recurs in 2018.

- e. **Sharing behavioral expulsion status with faculty or staff on a “need to know” basis:**  
**Discussion:** LCCC is developing a formal MOU with UW since they have a large volume of swirling students in common.  
**Action:** Consensus was quickly reached to hold this discussion after AACRAO puts out a position paper in April, 2017. Judy will send out info from ATIXA to the SSC.

5. **Recent vendor contacts: Pearson and Young Invincibles –**

**Discussion:** Pearson representatives discussed their services to replace textual material and other types of technological learning software/web based learning devices (i.e. replacing textbooks with electronic sources)

Young Invincibles: A digital tracking device for student pathways (for institution to workplace).

**Action:** Joe will inform us of further opportunities to interface with these vendors.

6. Agenda item: **Committee work -**

- a. Marketing Committee - Cory Daly reported the committee is considering whether the colleges should be charging for public records.
- b. Financial Aid Committee – Judy Hay reported this group is discussing a draft Hathaway bill.
- c. Admissions Committee – Kim Byrd / No report
- d. Registration Committee – Rex Cogdill reported this committee is planning to meet next in April.
- e. Records and Registration/Admissions Functional Group –
- f. Financial Aid Functional Group –

7. Additional agenda item(s):

- **Discussion:** Leah asked if there is a group that looks at residence life/student activities/ issues of diversity. Leah will help set up such a group.  
**Action:** Please send her info about activities and residence life contacts at your colleges.
- SSC will try to meet face-to-face on Feb. 8, 2017 the day of the WACCT Conference
- Title IX Training: Have 6 campuses that request an interest. Need 8 to get the cost they are looking at. Looking at two dates.

8. The next scheduled conference call AAC meeting is **Thursday Jan. 19, 2017 at 8:30 AM.**