Chairman Ann Chambers Noble called the special meeting of the Wyoming Community College Commission to order at 10:00 a.m. on September 14, 2009.

A roll call was taken, a quorum was present and due notice had been published.

Commissioners present: Chairman Ann Chambers Noble, Commissioners Larry Atwell, Charlene Bodine, Lois Distad, Jack Russell, Steve Skordas and Wendy Sweeney

Commission staff present: Executive Director Jim Rose, Representatives of MPR: Laura Horn, Beverly Farr, Laurel Sipes, Sandra Staklis

DISCUSSION OF DRAFT 3 OF STRATEGIC PLAN

Chair Noble opened discussion by asking MPR how they would like to review the draft. Laura Horn began by suggesting they go through the eight strategies in Exhibit 33: Strategic Objectives, Strategies, and Action Steps. Commissioners were asked to indicate where they had concerns with specific strategies. Indications from commissioners were as follows:

Strategy 1 – Larry Atwell
Strategy 2 – Larry Atwell, Jack Russell, Charlene Bodine, Steve Skordas
Strategy 3 – Larry Atwell
Strategy 4 – Larry Atwell, Steve Skordas, Jack Russell
Strategy 5 – Larry Atwell
Strategy 6 – none
Strategy 7 – Jack Russell
Strategy 8 – Jack Russell

Commissioner Atwell expressed his overall concern with the number of top priority items and the ability to complete them all in the time prescribed. Other commissioners expressed a desire to continue to show the priorities and times, acknowledging the challenges they pose.

Laura and other MPR representatives then conducted a review of each strategy with the following comments and discussion:
Strategy 1:

1.1.a &1.1b – Commissioner Atwell expressed uncertainty about need-based aid in the state. Laura indicated that this action step call for assessing the need for need-based aid, for example, among students who don’t qualify for Hathaway.

1.2 and 1.5 – Commissioner Atwell suggested that these two items were perhaps redundant. Chair Noble said she supported that these two groups were highlighted in particular and thought it was important.

1.5.a – Jim Rose suggested adding a new 1.5.a that would read “Advocate for greater funds for ABE” and placing the legislature as the lead organization and the WCCC as the partner, with a priority of 1. Existing 1.5.a action step would become 1.5.b and the language changed from “provide” to “continue to support…” The narrative would acknowledge that community colleges are not the only entities providing ABE.

1.7 – Commissioner Russell suggested that this item be split back out into two action steps: 1.7.a would be a new step that would read “The Commission will work with the colleges to identify additional measures of student success to include in the funding formula” and would be a priority 1 item. 1.7.b would be the existing 1.7.a and would stay a priority 1 item. Jim Rose requested that the timeline be changed from 7/10 to 7/12.

Strategy 2:

2.2 – Commissioner Atwell understood that signature programs were to be taken out of the document. Commissioner Bodine said she feels signature programs are not sufficiently defined and called attention to information from Tennessee State University signature programs website. It was decided to revise existing actions steps by making 2.2.a to become 2.2.c and existing 2.2.b to become 2.2.d. The new 2.2.a will say: “Define signature programs.” The new 2.2.b. will guide the WCCC in managing the signature programs in accordance with state interests. The group requested removal of definitions of signature programs and all examples of programs removed from the narrative. Commissioner Russell suggested that MPR look at all other mentions of signature programs in the report to ensure that the new action steps are consistent.

Strategy 3:

3.2 – Commissioner Atwell was unsure that the number of distance education courses needs to be increased in light of the number currently offered. Sandra Staklis clarified that action step 3.2.a refers to whole programs rather than courses. Current wording in 3.2a was agreed to be changed to read: “Assess the need for increasing the number of programs of study…”

Strategy 4:

4.2 – Commissioner Russell requested changing Strategy 4 and 5 by moving the first sentence of 5.2.a to create a new 4.2.c and make it a priority 1 ongoing (i.e., “Identify opportunities to fund noncredit workforce training programs to support rapid response to workforce development
activities”). Action step 5.1.c would start with “Actively partner…” and would remain priority 1 ongoing.

**Strategy 5:**

5.2.a – Commissioner Atwell suggested folding 5.2.a into strategy 8. Laura and others indicated that the advisory council found it to be important for this to be highlighted under partnerships. Commissioner Russell suggested changing 5.2.a to read “Partner in establishing efforts to share data…” to emphasize the partnering.

**Strategy 6:**

6.1.d – Several commissioners felt the language was potentially creating vulnerability to lawsuits. It was agreed to strike this action step and related narrative (p 84 from “Finally…” to end of narrative; delete last bullet under Action Steps. It may be appropriate to then emphasize the “feedback loop” described in the narrative. NWCCD President Drumm indicated his agreement with this approach and that the presidents had not expressed a desire for addressing this issue.

**Strategy 7:**

7.1.a/d – Commissioners Atwell and Sweeny asked why housing facilities were singled out over any other facilities. Chair Noble felt that colleges have complained for years that insufficient housing has been a barrier to access and advocated leaving the reference to housing in; consensus was to leave 7.1.a, remove 7.1.d.

Also, Commissioner Russell expressed concern with specific language and suggested removing the words “CTE,” “libraries,” and “laboratories,” consequently, 7.1.e will become 7.1d without specific references.

7.2.a – There was support for making the legislature the lead organization. Some debate was held about changing “introduce” to “investigate,” but it was decided to leave as is. Commissioner Atwell expressed concern that 1.7 and 7.2.c are redundant, but the consensus was that it is a necessary redundancy.

**Strategy 8:**

8.1.b – Commissioner Russell suggested removing “available” from text and there was consensus agreement. LCCC President Hammon asked what would happen if requested data is not available. Commissioner Russell responded that the “ongoing” designation for this item implied that the requested data are a priority and should be collected/developed in the near future. Dr. Hammon indicated satisfaction with the explanation.

**General Comments:**

Jim Rose likes and agrees with the strategies, action steps, and prioritization, but has deep concerns about WCCC staff capacity act on all the priority 1 items with current resources
available to the Commission. He will have to raise the issue with the taskforce. He hasn’t estimated what additional resources would be needed to achieve plan priorities, but wants to do this after the plan passes.

Commissioner Atwell raised a concern about the state interests, whether they are at the same level of importance as other criteria in program approval and capcon.

In response to Commissioner Atwell’s concern that the plan did not indicate ownership by WCCC, Jim Rose and the group agreed to change the title and cover page to:
“Wyoming Community College Commission Strategic Plan: Planning for the Future…”

Underneath the title would read: “Submitted by … [list of Commissioners]” followed by: “Prepared by MPR Associates … [list of authors]”

**Final Timeline:**
1) September 18th—all changes due. Deliver to Amanda to put together into a single draft.
2) September 21-23, final internal team read through and modifications
3) September 24, any final changes to Amanda
4) September 28th, deliver to Bobbi (MPR production)
5) Oct 15, Deliver final formatted PDF to WCCC for consideration/voting by colleges and Commission
6) Oct 21, Final comments from WCCC due
Oct 28 Deliver final print PDF to J. Rose for printing

ADJOURNMENT

Chairman Noble thanked everyone for their participation and expertise. There being no further business before the Commission, the meeting adjourned.

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<th>Ann Chambers Noble</th>
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