

**Wyoming Community College Commission
Agency Annual Report FY 2016**

Agency Information:

Executive Director:

James O. Rose, Ed.D.

Contact Person:

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Statutory References:

W.S. 21-18-101 et seq.

Basic Information:

Number of Employees:

14 full-time employees

Clients Served:

Wyoming citizens and visitors, as well as individuals residing outside the state interested in pursuing educational goals via distance education delivery systems and programs.

Agency to Which Your Group Reports:

The Wyoming Community College Commission (WCCC) is an independent state agency governed by commission members.

Number of Members:

The WCCC consists of seven members appointed by the Governor on the advice and consent of the Senate.

Meeting Frequency:

Commission meetings are held in various locations throughout the state at least quarterly.

Budget Information/Expenditures for FY16:

The WCCC has a 2015-2016 Biennium Budget of \$262,534,105, which consists of \$257,039,521 in state funds, \$1,840,840 in federal funds, and \$3,653,744 in other funds.

Expenditures for fiscal-year 2016 are \$132,500,000 including federal funds of \$986,000 and other funds of \$1,800,000.

Primary Functions:

Distribute State Aid Funding to Community Colleges and WPTV: To ensure the seven community colleges have the financial resources necessary to provide outstanding educational opportunities, the WCCC develops the allocation methodology (obtaining approval from the Commission via administrative rules), and distributes the funding provided by the state of Wyoming to the seven colleges, as well as to Wyoming Public Television (WPTV).



Provide State Reimbursement for College Health Insurance, Increased Retirement and Library Expenses: The WCCC reimburses the colleges for approved expenses related to eligible employee fringe benefits, and for expenses approved by each college librarian for educational materials.

Provide and Maintain the Colleges' System-wide Administrative Computing System: The WCCC maintains and configures the colleges' shared computing system to ensure a common data structure, and to support development of reports for the colleges, Commission, Governor and Legislature. System maintenance costs are negotiated by WCCC staff.

Consider and Approve College Program Proposals: Through a collaborative effort between the college academic officers and WCCC staff, proposals for new or changing programs are developed, and then presented to the Commission for consideration and approval.

Administer Student Loan and Grant Programs: The WCCC manages the Wyoming Investment in Nursing Program, the Wyoming Adjunct Professor Loan Repayment Program, and the Overseas Combat Veterans Tuition Assistance Program.

Administer the Adult Education, High School Equivalency Certification and Family Literacy Programs: The WCCC manages and oversees these three programs in accordance with applicable federal and state rules, regulations and policies. Grant awards are distributed using performance-based funding allocation models, as called for.

Determine Community College Building Needs: In accordance with W.S. 21-18-225, the Commission identifies college building needs, and develops a prioritized list of these capital construction projects for further consideration by other policy-makers, including the State Building Commission, the Governor and the Legislature.

Performance Highlights/Major Accomplishments of FY16:

- Commission staff modified the funding allocation model by placing greater emphasis on performance metrics that allocate variable costs funding using both course completion rates and volumes.
- The State Adult Education (AE) Program Manager contracted with a nationally-recognized trainer to provide staff at the eight AE locations with extensive training and certification on Career Pathways. The certification ensures they are prepared for the identification, tracking and reporting of career pathways for students, as required for compliance with federal mandates of the Workforce Innovation and Opportunity Act (WIOA).
- The team responsible for the state-wide college computing system established and documented data management processes that require the state's seven colleges to validate most data elements. This process ensures consistency and accuracy in all reports generated from the shared computing system.
- The seven colleges' institutional researchers and the WCCC's representatives developed a "Data Governance Structure" that outlines how data elements are approved and reported. This structure provides an opportunity for input by college staff-members most familiar with the data fields in question. This has been a ground-breaking effort, representing the first time a system-wide approach to storing, reporting and using data has been implemented among the seven colleges and the WCCC.
- New program certificate definitions, and enhancements to a comprehensive program approval template were developed, and subsequently approved by the college presidents and the Executive Director of the WCCC. The program approval template improvements provide greater depth to reporting possibilities, as well as additional information beneficial to decision-makers.
- Forty-eight programs among the various colleges were presented to the Commission for discontinuation due in large part to changing community needs. Conversely, seven new programs were presented to, and approved by the Commission for implementation in FY16.

- The Overseas Combat Veterans, Wyoming Investment in Nursing and Wyoming Adjunct Professor Loan Repayment programs' disbursements, and tracking of payments to vendors and students were well-documented and timely as reflected in the electronic monthly tracking worksheets. These funding streams continue to assist students in their efforts to earn degrees and certificates. They also serve to address both the shortage of nurses, and the shortage of high school teachers who are qualified to provide college-level instruction to high school students. The three programs served a combined total of 677 students.
- Commission staff opened the Capital Construction Model to the colleges, allowing them to input their capital construction requests. Two projects seeking state funding were submitted to, and prioritized by the model. Two other projects seeking only authorization to proceed with local funding were also submitted to the model, but were not prioritized.
- Pursuant to Senate Enrolled Act 0029, which completely defunded the Family Literacy Program, eight literacy centers throughout the state were closed, and their assets were sold or redistributed to similar programs.

Wyoming Community College Commission Organizational Chart

