

CHAPTER 4

COORDINATION FUNCTIONS

Section 1. Authority.

Wyoming Statutes 21-18-105 and 21-18-202.

Section 2. Purpose.

This chapter defines the Commission's coordination functions.

Section 3. Coordinating Data Submission to the Integrated Postsecondary Education Data System (IPEDS).

Community colleges shall submit data to the IPEDS website by the IPEDS deadlines. The Commission IPEDS coordinator shall review data submissions and utilize the coordinator's "locking" authority to finalize the submission process.

Section 4. Coordinating the Common Course Numbering System.

The Commission staff shall coordinate and approve course numbering and substantive course numbering modifications proposed by the community colleges consistent with the numbering system agreed to by the University of Wyoming and the community colleges.

Section 5. Coordinating the State Adult Education (AE) Program.

(a) The Commission shall coordinate the state AE program through a state plan in compliance with state and federal statutes and/or regulations.

(b) The Commission is responsible for:

(i) Development, submission, and implementation of the AE portion of the Unified State Plan;

(ii) Consultation with educational entities, agencies, groups, and individuals involved in the development and implementation of activities;

(iii) Coordination with other federal and state education, training, corrections, public housing, and social service programs;

(iv) Awarding of grants and contracts;

(v) Monitoring local grantees; and

(vi) Collection and compilation of data for state and federal reports.

(c) AE centers may be located at the community colleges and other eligible sites, deemed appropriate by pertinent state and federal laws, throughout the state.

(d) To meet the requirements of the AE program, the Commission shall establish policy and procedures for high school equivalency.

Section 6. Coordinating Academic and Vocational-Technical Programs.

(a) The following service areas have been adopted by the Commission pursuant to Session Laws 1991, Ch. 228, Sect. 3(d):

(i) Casper College: Natrona County;

(ii) Central Wyoming College: Fremont, Hot Springs, and Teton Counties, and the Wyoming State Penitentiary;

(iii) Eastern Wyoming College: Goshen, Converse, Crook, Weston, Niobrara, and Platte Counties;

(iv) Laramie County Community College: Laramie and Albany Counties;

(v) Northern Wyoming Community College District: Sheridan, Johnson, and Campbell Counties;

(vi) Northwest College: Park, Big Horn and Washakie Counties and Yellowstone National Park; and

(vii) Western Wyoming Community College: Sweetwater, Sublette, Lincoln, Uinta, and Carbon Counties.

(b) A community college proposing to deliver a program in the service area of another community college when a physical presence will be established shall notify the Commission in sufficient time to allow for the coordination process. If necessary, the Commission shall convene affected parties and determine which community college shall deliver the program.

(c) A community college may provide distance delivered instruction outside its service area. A community college shall not establish a physical presence to provide instruction outside of its service area without the written permission of the community college district serving the area under consideration. This written permission expires at the end of five (5) years and must be renewed to continue.

Section 7. Coordinating a Declination to Provide Program Response

(a) The Commission shall coordinate with all affected community colleges to prepare a response to the requesting board of county commissioners when a community college decides

not to provide a requested program, pursuant to W.S. 21-18-202(b)(vi).

(b) Upon referral from a community college, the Commission and all affected community colleges shall collaborate according to the process of the *WCCC Policy on Consultation* to provide a coordinated response.