



WYOMING
COMMUNITY COLLEGE COMMISSION
MEETING MINUTES

June 4, 2020
Commission Meeting
Western Wyoming Community College
(The public is asked to attend this meeting via the Zoom links provided, if you desire to attend in person, please do so at the Commission Office in Cheyenne)

Zoom: <https://us02web.zoom.us/j/86904809004>

[Executive Director Confidential Background Report](#)

8:30 a.m. **CALL TO ORDER**

ROLL CALL

Commissioner Boal - Present
Commissioner Blikre – Present
Commissioner and Vice Chair Dooley - Present
Commissioner Frederick – Present
Commissioner and Chair Freeze - Present
Commissioner Newman - Present
Commissioner Oakley – Present
Noted the presence of a quorum

Ex Officio

Governor Gordon or Lachelle Brant (designee) – Lachelle Brant representing Governor Gordon
Superintendent Balow or Shelley Hamel (designee) – Neither Present
Community College Commission Executive Director Caldwell- Present

Commission Staff

Dr. Ben Moritz, Deputy Director - Present
Larry Buchholtz, Chief Financial Officer - Present
Paris Edeburn, Chief Technology Officer – Present
Rob Dennis, Policy Analyst - Present

INTRODUCTIONS

Dr. Caldwell opened the meeting by introducing Miranda Russell as the new Executive Assistant. Ms. Russell detailed her background. Mr. Buchholtz added that Mr. Matt Petry was her latest boss.

APPROVAL OF THE AGENDA

Commissioner Freeze entertained a motion to approve the agenda. Commissioner Frederick motioned, Commissioner Boal seconded, the motion carried unanimously.

- A. Public Comment on Agenda Items
(Comments should be limited to 3 minutes duration. Please state your name, affiliation, locale, and agenda item to address)

Commissioner Freeze requested if there were any public comments for the Commission. No public comments were presented.

B. ORGANIZATIONS/ALLIANCES:

- Wyoming Governor’s Office
Lachelle Brant noted that the Governor will host a press conference later with COVID19 business and budget updates.
- Wyoming Department of Education
Dr. Caldwell updated that WDE members were all in a COVID-19 Education Task Force meeting. Therefore there would be no report.
- Wyoming Association of Community College Trustees
Erin Taylor reported on behalf of Ernie Over to provide a brief WACCT update. A board meeting is scheduled for later in the afternoon. She reviewed the upcoming agenda, which included the potential impacts on the colleges’ budgets. WACCT is discussing their fall conference, and hosting an in-person meeting in conjunction with the legislative session. WACCT awards will be more student focused. There will be significant conversation about state of revenues and advocacy for the colleges. She is about to have her annual position evaluation.
- Presidents’ Council – Dr. Stefani Hicswa, President
Dr. Hicswa noted the current agenda covers all the activities currently underway by the Presidents including commencement and summer session plans. They have been discussing a special Legislative session, fall opening, and meeting COVID expenses. She added community colleges are the engine for economic recovery and they are well positioned to support the state. She added her and the President’s appreciation for Commission Chair Freeze’s Op Ed letter. The presidents will be meeting with Governor Gordon to discuss reopening plans. Later on the Presidents will all talk about COVID and Commencement. She is amazed by the President’s commitment to student success and in particular their focus on first generation and low income students who are the most vulnerable. They are proud to serve the students of Wyoming.
- Educational Attainment Executive Council –Dr. Stefani Hicswa, Co-Chair [TAB 1](#)
Dr. Hicswa is thrilled to present to the Commission an approved document, adopted on May 19 by the council. The Council includes key people throughout the state that in it together for the success of Wyoming. Success is key especially

with new issues from COVID. NCHEMS is engaged to provide data mining. The goals are listed in the executive summary and some included in the strategic plan. She reviewed second goal which addresses achievement gaps for underserved populations. The council has developed 5 and 10 year master plans which focus on specific metrics to align workforce and post-secondary. The plans look at access and affordability. The college going culture is changing before our eyes as per the decline in the extraction industries. Wyoming's high school graduation rate remains positive, but there is a need to look at every student regarding graduation. Adult participation is number five on the list of metrics that matter. The document reviews regions, goals, and metrics. The last document section includes implementation and accountability. The EAEC questioned UW, PSE, K-12 accountable metrics. The plan is to include a list of accomplishments by year upon completion. As indicated by work underway with SLEDS, common transcripts, and the BAS program, key work is already underway in the recently approved plan. EAEC will eventually establish priorities for each subsequent year of the plan enabling accountability to the statutes and the plan going forward. Page nine details legislative requirements and includes all departments and agencies. The EAEC will provide updates to the legislature and commission. Dr. Hicswa recognized commission staff, specifically Mr. Buchholtz and Dr. Caldwell for putting data together. Commissioner Freeze thanked Dr. Hicswa for the update and moving the plan forward.

- Community College Faculty Alliance
No Report
- Wyoming Public Television – Terry Dugas, General Manager [TAB 2](#)
Mr. Dugas noted a copy of his report was linked to the agenda. He added one note that WPTV has a new web-based initiative called story time. This program invites Wyoming authors of children's books to read their books. Kara H. from Burlington was the first author. WPTV will collect all readings and place them on DVD to provide copies across the state for library use during story times.

C. COVID-19 Updates and Status ([Executive Summary](#))

Dr. Caldwell noted that there have been numerous updates already provided as per COVID – 19. Much of the recent focus has been on the CARES act and state funding.

a. CARES Act Update

[TAB 3](#)

Dr. Caldwell reviewed the CARES act funding submission made on behalf of the colleges. The presidents, Ms. Taylor, Ben Moritz, and Larry Buchholtz all played a role in the funding request submission. The colleges did receive direct funding from the G5 system, yet it came with specific restrictions. Received funding is not nearly sufficient. Total the colleges have received \$6.5 million. \$3.25 million is restricted to student emergency grants. The funding came with title IV requirements, imposing significant requirements on financial aid offices. \$3.25 million was directed to the colleges, yet this did not cover institutional costs or losses from housing and dining. When reviewing

the total recovery costs, PPE donations, forced conversions, sanitization, closures, etc. the total cost to the colleges is in excess of \$53 million. \$3.25 was not sufficient. Costs do not include testing and contact tracing. The colleges have decided to not implement COVID-19 testing. Each college will go through a very carefully sequenced series of actions. Dr. Caldwell has met with the Presidents, along with all councils (SSC, AAC and ASC) so that each college could individually provide for their respective needs. She acknowledged the great level of detail behind each area. Colleges have used US Treasury guidelines to make sure funds meet the necessary CARES funding requirements. The agency has also completed a few inquiries as per the attorney general to confirm remaining in state guidelines. The agency has made sure that the CARES request was submitted properly by May 15. Commissioners, as they arrived at WWCC, experienced what is in place at each campus to limit exposure risk. Costs associated with reopening is very complicated. Projections on lost revenue are under review based on information received and projected by NACUBO. Dr. Caldwell is meeting with the Presidents weekly. Social distancing protocols detail how they have to manage the current situation including limiting the number in classes or a reduction in the total number of students per class. Conversations are underway around athletics and additional transportation needs. The colleges are anticipating issues with paying on or securing bonds based on expected revenue received. Dr. Caldwell mentioned related and anticipated expenses around legal claims. Adding, that when you review each detail and components, these are not costs already included in the most recent budget. Colleges are exploring tuition and fee waivers. Adult education conversion expenses were primarily included in college and BOCES programs conversion to online delivery. The Commission required some updated technology and equipment to work remotely for the commission. Also completed an economic impact study. Dr. Caldwell noted the importance of detailing the expenses in a public forum. ASC members have the ability to ensure funding is received and will subtract state CARES funding to address non-duplication with HEERF or GEER funding

Commissioner Frederick asked what would be done with this CARES funding information. Dr. Caldwell noted there is a structure through the COVID interagency group and the budget response team which have very specific guidelines from the US Treasury, including a December 31 expenditure deadline. CARES money cannot be used for a state revenue shortfall. The money must be applied to direct costs related to COVID -19. Information goes to the budget advisory team, then on to the Governor for final approval.

b. Education Taskforce and COVID-19 Interagency Group

[TAB 4](#)

Dr. Caldwell deferred to Lachelle Brant for the Governor's Office perspective. The COVID Interagency Group (CIG) has a goal to return the State of Wyoming to full operations. As of late last night, they have developed a strategic plan to combine efforts among agencies including five objectives: stabilize, improve the economy, continue the availability of resources, provide necessary social services. The CIG group will unify a response and efforts over time. There are three phases of the effort: mitigation, recovery, and return to normal activity. The state is in phase three with the hope to return to schools opening. Education task force members include UW and DFS. The Taskforce has separate

workgroups looking into issues surrounding Hathaway, dual enrollment, grading, and PSE enrollment. The Start Smart working group has been instrumental in making proposals and recommendations. The Community Colleges will be receiving some of those funds which primarily address functions.

c. Guidance Protocol Document and Exceptions/Variations

[TAB 5](#)

Dr. Caldwell shared her screen and noted how Lachelle Brant referenced a start smart reopening approach to K-12. The Community Colleges and the University serve a different group and reopening is based on different dynamics. The colleges have built out a frame work, working with their county health officials. Colleges will now work with the state health officer. Colleges do have to seek an exception unless their county does not require one. Working directly with the county continues to be the most effect approach. Dr. Caldwell noted Dr. Hicswa and the Presidents had some good examples of their variances. She used CWC as an example and how their exceptions address the conditions in Fremont county which are different than in other counties. Eastern Wyoming College did a full and complete outline including rolling closures. Dr. Caldwell added that management of testing and contract tracking does not make sense with the community college student population. Dr. Hicswa has been very helpful in assembling the guidance document and forwarding to the Department of Health and to the CIG. Any questions regarding details on specific colleges needs to be directed towards them.

d. College Updates and Commencement

Casper College – Dr. Divine noted that he did not want to steal thunder from his colleagues. He highlighted the wonderful job his team did with virtual graduation. Initially he was very circumspect and dubious as to how the program would turn out. Yet the team did a wonderful job and did right by students, including a live release with upwards of 500 people logged in.

Western Wyoming Community College – Dr. Dale will show a video at a later point in the meeting.

Northwest College – Dr. Hicswa noted that so much was been done with commencement similar to the other colleges. She too applauded her team’s efforts. NWC only had 3 full time students withdraw after spring break. NWC also had only 27 less students graduate than who graduated in 2019. She is really pleased with the number of student and community members participating in graduation. NWC hosted two different sections for graduation, they sent a zoom link including a live chat, a Facebook live event and a YouTube livestream. During the event they had the students muted, but the best part was unmuting the students later.

Central Wyoming College - Dr. Tyndall started by detailing the good stuff – graduation. Graduation was a little like nurse pinning. We conducted a parade of graduates with each car decorated. Rustler radio provided pomp and circumstance. It was a very nice ceremony, but not everyone attended. It was good, emotional, fun, and exhausting. The arduous work is a moving target, CWC wants to reopen, yet there is a need to write an

exception request. Between the budget issues and the Covid, Dr. Tyndall recognized Dr. Wells for all her arduous work. CWC's Emergency Response team has a moving target, trying to be respectful of the county officers and representatives of both tribes. Protocols are tricky, such as contact tracing. Currently there are very few people on campus. The first summer session is all online. Staff, faculty and students are making masks in droves. CWC administration is thinking about what will happen in the fall. They are questioning a potential resurgence in the late fall. The team is thinking about all processes and procedures on a daily basis.

Northern Wyoming Community College District – Dr. Tribley thanked all for what the Commission is doing in the state. He thanked Dr. Freeze for writing the OpEd. He joined his colleagues in appreciation for working closely together. He further acknowledged that his executive team is an extraordinary group, knowing that decisions need to be quickly made and they impact lives. The NWCCD Communication Office has been helpful in having the college serve as a convener of and place for communication on a broad series of topics. With the pandemic and social unrest, the college has been convening discussions at times, reassuring the value of education. And they have been encouraging reasonable and rational debate. NWCCD will start summer courses on June 8.

NWCCD's commencement has been rescheduled into the fall. All students will have a chance to complete commencement with a party following. Fall classes are to start August 24th. In person instruction will continue up to thanksgiving break with online following. NWCCD is planning on holding the Spring 2021 term in reverse. Both colleges are offering emergency aid to students. Dr. Tribley's COVID update is not complete without some nod to the budget. He hopes NWCCD will sustain the basic value and service to the students. Costs are increasing such as cleaning services twice a day, etc. NWCCD has created a safety compliance protocol. He is uncertain about athletics and they are reviewing scenarios of 10% and 20% cuts and the relevant magnitude.

Commissioner Freeze noted that the budget situation can become pretty dire quickly.

Eastern Wyoming College – Dr. Lesley Travers detailed that iPad and electronic hardware has been provided to students for their use to complete the rest of the spring classes online. EWC provided training to faculty regarding how to complete online courses. They had to prepare how to bring students back for CTE classes. Cleaning and toilet supplies are sparse. EWC staff have made 200 masks for all staff and faculty to pick up. Dr. Travers noted that she felt it imperative to get the college back in the saddle and they have wanted folks to get comfortable with new working conditions. Currently about 50% of employees are working from home. People are concerned about layoffs for employees.

Graduation, had some real computer glitches as a result of local storms. EWC will send a graduation DVD.

Laramie County Community College - Dr. Shaffer Congratulated Dr. Dale on the WWCC video then proceeded to give a quick update on activities including a successful virtual commencement. LCCC staff were concerned initially about significant withdrawal rates. After tracking partial and full withdrawals, they were pleasantly shocked that only half of the students withdrew this year from the total number last year. LCCC retained far more students this semester with a shift to online. LCCC's focus has now shifted to reopening and they are launching their phase 1 return to business plans. Their plans align to state, local, health orders. LCCC's Summer term starts June 19. The biggest challenge remains the lack of clarity regarding health requirements.

e. Western Wyoming Community College Highlights (video presentation)

Dr. Dale thanked all for following the new protocol on the campus during the meeting. WWCC has prepared a video to share on campus preparations from day 1 to now. Dr. Dale provided a direct shout out to Derek for all his IT support. Derek, received the atlas award for support.

D. Legislative Update ([Executive Summary](#))

Dr. Caldwell noted that an Executive Summary was included in the meeting packet.

a. Interim Committees

[TAB 6](#)

The agency has been following the Minerals, Joint Education, and Appropriations as related to priorities they have for community colleges and education.

b. Special Sessions

[TAB 7](#)

The Agency has been reviewing information around appropriations for business relief and a possible special session June 29 to July 3rd. The Legislature went into a special session May 16. Dr. Caldwell wanted to voice concern regarding the community colleges and postsecondary education. Dr. Caldwell gave credit to Ms. Taylor on inclusion for the community colleges. Ms. Taylor has provided a list that frequently changes regarding the interim committees who she is watching closely. The Legislative Services Office has been extremely busy as they manage committees and topics for COVID 19. Tomorrow the Joint Education Committee will meet. At 3:15 Dr. Caldwell will present on Nursing, Wyoming Works, and Bachelor of Applied Science. Gathering items with the assistance of Ms. Taylor and others. Dr. Moritz and other agency staff have been in additional meetings to prepare for LSO requests and interim special meetings.

c. WACCT

[TAB 8](#)

Erin Taylor provided her update noting this is a very tricky time for the legislative process including delivering a special session virtually. Special sessions are very rare. Meetings are very accessible but the opportunity to provide input is extremely challenging. All aware of the state revenue picture which includes a \$1.5 billion deficit and shortfall which would be the equivalent of laying off all state employees. Ms. Taylor noted that there is no way to cut our way out of this hole so folks will need to make tough decisions. The Governor will be putting agencies on notice to cut budgets. Colleges will

have to sustain more cuts. Ms. Taylor thinks the colleges have a good story to tell. Cuts may be less than other agencies. She believes there will be more discussion regarding the budget after the primary races on August 17. The Revenue committee will meet at the end of August. They are currently talking about broad based taxation and comprehensive tax reform. Part of their discussion will include community college funding for the long term. WACCT is involved in several legislative committees this summer. WACCT has put together a FAQ on the impact of COVID. The organization talked last session about the need for \$30 million and then COVID hit. These are the real impacts facing institutions. The FAQ details the CARES act submission, which will be overseen by the Governor's Office. The Education Committee will talk tomorrow about the second tranche of funding. All Committees are talking about secondary priorities to get more funding moving. People are talking about the WYIN program. And an Adult promise programs. There is uncertainty of sustainability for funding. The Joint Appropriations Committee will meet next week to discuss CAPCON. There is a concerted effort to move something in CAPCON forward. There is a plan for one or more of the Presidents to testify. WACCT needs to continue to educate why projects are important. Legislators are grappling with building buildings and then taxing constituents. The importance of stable funding is very critical. WACCT's top legislative priority is the budget. They realize the importance of CAPCON. If there is anything more in statute for a short term fix. There is not agreement if we are ready for the special sessions. Ms. Taylor is having conversations and communicating with President's and the Trustees. Trying to all sing from the same song book.

d. CTE Teacher Preparation

[TAB 9](#)

Dr. Moritz thanked all for the opportunity to speak. During the 2019 legislative session, WCCC was tasked with joint development of a teacher technology development program. There was concern after UW eliminated the teacher technology education training program. UW Board of Trustees recently approved their contribution to a renewed BAS program for teacher education program. Dr. Moritz will now focus the colleges on the necessary curriculum, tracking, and advising for a seamless transition to UW. A challenge currently encountered includes the variety of CTE fields taught in K-12 including the need for CTE teachers prepared to instruct in fields from consumer and family science to welding. There is an additional need to make sure what is taught matches state needs. The colleges are working closely through the ACC to identify right programs. Dr. Moritz is also working with the PTSB to ensure student accreditation with the goal to make sure students have the most efficient and effective curriculum to teach in high schools.

E. CONSENT AGENDA ([Executive Summary](#))

Chair - read aloud - All items on the Consent Agenda will be considered together and incorporate the respective actions recommended for each item. A commissioner may have any item removed from the Consent Agenda and placed on the Regular Agenda.:

Commissioner Freeze reminded fellow commissioners that all items will be presented together on the consent agenda. Commissioners did not request that any items be removed from the consent and placed on regular the regular agenda.

- I. **CONSIDERATION OF MINUTES OF PREVIOUS MEETINGS:**
 - **April 16, 2020** [TAB 10](#)

- II. **ACCEPTANCE OF REPORTS:**
 - **Accreditation Report** [TAB 11](#)
 - **Financial Report** [TAB 12](#)

- III. **APPROVE REGULAR RULES** [TAB 13](#)
 - **Chapter 1: Definitions - Capital Renewal**
 - **Chapter 5: Allocation Model Revision, Wyoming Works**
 - **Chapter 6: Program Approval Process Revision, BAS Degrees, Wyoming Works Programs – credit and non-credit**

Commissioner Dooley moved and Commissioner Boal seconded to pass the consent agenda. Motion passed unanimously.

F. **REGULAR AGENDA**

- I. **PRELIMINARY SUPPLEMENTAL BUDGET BFY21/22** [TAB 14](#)
[\(Executive Summary\)](#)

Dr. Caldwell noted that she had talked about this in the workshop. Governor Gordon has a press conference scheduled for 3 pm today and he is planning on talking about COVID – 19 and the state of the budget. Dr. Caldwell did attend a cabinet meeting with the Governor where he talked about the current budget situation. She received some guidance and direction but is waiting on something in writing. She subsequently met with the Presidents, Ms. Taylor and CFO Larry Buchholtz Tuesday night. The Commission has been directed to have a plan in place by July 1 to address a decline in funding. Dr. Caldwell will report on the consequences of anything done and will discuss the impacts on college operations.

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consequences of anything done and will discuss the impacts on college operations.

Mr. Buchholtz noted that he would repeat some of the same language heard from Ms. Taylor. Quoting her, “that things are different this year”. He continued that normally you would see a supplemental packet with pages scanned in from the state budget system. Typically work started in the regular budget session would continue. There were two requests submitted that did not get completed. There would have been \$10 million added to the budget along with a matching fund. \$20 million is now left unfunded. The other request made dealt with the WYIN program. The program was \$1.1 million short. Governor Gordon, in his recommendation to the Legislature funded about half of the shortfall. The JAC added another \$256,000. Those two items would have been included in the request. At this time, because of conversations, the latest CREG report, and estimated shortfall, it is the agency’s recommendation to not put forward a supplemental funding request. The Commission does have the option to put forth a request anyway. The most recent guidance from the Governor’s office is to prepare for budget cuts. The cuts may come in the form of negative requests entered into the budget system. It is within the scope of the commission to prepare a negative request. The requests will be prioritized by their order of importance. A special legislative session is possible after the executive meeting. Mr. Buchholtz noted the presentation of a preliminary supplemental budget which will be detailed at the next commission meeting scheduled for August 28 at Casper College.

II. CAPITAL CONSTRUCTION PRIORITIZATION AND APPROVAL, CAPITAL RENEWAL, AND AUTHORIZATION ([Executive Summary](#))

Dr. Caldwell noted the moving forward on the CAPCON agenda and she would provide some highlights. Significant changes had been made to the CAPCON process including the adding of an escalation factor. Construction costs increase over time therefore the State Construction Department will include an escalation factor.

She reminded all that CAPCON is an annual process and therefore did not fail. The Commission is required to present every year and provide information to the state construction department for authorization to meet the necessary deadline. The Commission’s authorization from last year is very similar to this year with the addition of the NWCCD project. She reminded all that commission program authorization and funding requests, including the ability to expand Nursing, is dependent on the CAPCON budget request which includes critical infrastructure projects and the ability to acquire property including the Northern and CWC project. Dr. Caldwell wanted to highlight the complexity of these projects as they are detailed by the Mr. Buchholtz as the Chief Operating Officer.

APPROVAL:

● **Escalation Factor of Prior Approved/Authorized Projects** [TAB 15](#)

Mr. Buchholtz noted that everything seen today, was presented in similar documents during the April meeting. The first document details inflationary impacts to construction costs. The longer it takes to complete a project, the higher the cost. The Commission now has a factor that builds on the prior year of approved costs. Every time the target completion date moves on a project, the college is responsible for the escalated costs. The state does not provide additional funding.

● **2020 Prioritization Model** [TAB 16](#)

Mr. Buchholtz noted that there was only one additional project added to the CAPCON model this year and up for review.

1. NWCCD Sheridan College

Dr. Tribley indicated that the project comes to support the ability for Sheridan to serve as a manufacturing hub. This new building would use the proceeds from a gifted property sale and match with state funds to support the trades and advance manufacturing capacity. Businesses need places to come and prototype potential new products. Dr. Tribley also foresees holding classes for student in the 4-year degree component for Business in the building.

Mr. Buchholtz elaborated that this project is included in SF 119 which did not pass during the last session.

● **Reconciled Multi-year Model Prioritization** [TAB 17](#)

Mr. Buchholtz continued that the last tab is a list of all approved or unfunded projects in priority order since 2014. The list puts everything into priority order by year it was initially approved by the Commission. The far left column is the current overall approved list and the projects current status. He added that this document was first asked for by the state building commission and was later provided to the JAC.

Commissioner Freeze asked for a motion to approve the prioritization of new projects, the multi-year prioritization list, and the escalation factor and total cost adjustment as presented. Commissioner Boal moved and Commissioner Blikre seconded. The motion carried unanimously.

- II. NEW PROGRAM APPROVAL REQUESTS Certificates and Associate Degrees** [Each will present their respective programs with final approval occurring as a single action item. A commissioner may have any item removed from the single action item and considered as an individual action item.]
([Executive Summary](#))

Dr. Caldwell noted that two colleges had new programs to present. Each college will review their respective programs. She further reminded the commissioners that both programs had been reviewed and unanimously approved by the Executive Council prior to presentation to the Commission.

Dr. Moritz confirmed that these two programs had been approved by the Executive Council. Prior to that approval the programs go through a lot of vetting and additional approvals including review by the AAC. The programs have been checked to align with economic needs of the state and region.

- **Central Wyoming College**

[TAB 18](#)

Dr. Kathy Wells added her appreciation for the time of consideration on this 3rd certificate. At the last meeting, two certificates were approved. This third certificate serves a different need in the target student population. It consists of 3 courses and 8 credits for a cosmetologist already working in the industry and who already has 90% of their education and who wants to add a piece of barbering to take the license exam and adding this to their skill set. The certificate is designed for a very specific target market.

- **Northern Wyoming Community College District**

[TAB 19](#)

Dr. Tribley commented that his staff have put together an outstanding opportunity. State K-12 educators have been requesting a computer science endorsement including 1,500 educators needing to complete the program. This program eliminates the need for an educator to take the Praxis exam and it has been approved by the Professional Teaching Standards Board.

Commissioner Freeze expressed her willingness to entertain a motion to approve the new certificate programs at Central Wyoming College and Northern Wyoming Community College. Commissioner Dooley moved and Commissioner Newman seconded. The motion carried unanimously.

III. WYOMING WORKS PROGRAM AUTHORIZATION

[\(Executive Summary\)](#)

Dr. Caldwell noted that efforts continue with program approval of programs for Wyoming Works. One college has brought forth a proposal.

Dr. Moritz noted that Eastern Wyoming College is bringing forth one additional program, Gunsmithing. The EWC Gunsmithing program is an existing program and has been previously authorized by the Commission. The action requested is to authorize the program for Wyoming Works funding

- **Eastern Wyoming College**

[TAB 20](#)

Dr. Heidi Edmunds presented the program application on behalf of EWC. The program has been in existence for one year. It is also part of the Endow pillar and

is a component in the O-net database. EWC has worked with their Occupational Director to determine the local need. Dr. Edmunds noted that this is a standard Wyoming Works funding request.

Commissioner Freeze asked the status of enrollment in the program?

Dr. Edmunds noted that EWC has capped the program at 15 students, 14 have returned to complete the spring term. EWC is generally pleased with the enrollment.

Commissioner Dooley moved, Commissioner Frederick seconded a motion to approve the EWC Gunsmithing program as a Wyoming Works eligible program. The motion carried unanimously.

G. EXECUTIVE DIRECTOR'S REPORT

[TAB 21](#)

Dr. Caldwell indicated her desire to share a few highlights from her written report.

- Concerns remain high across the state regarding the status of the state's budget and potential budget cuts.
- Wyoming Works program funding was added to the budget. Funding for new programs should be available July 1. The program application period has been extended through next Friday, June 12.
- The report also details success with the STS and SLEDS projects. The success had been detailed previously by Paris Edeburn.
- She reminded all of Dr. Hicswa's presentation and completion of the EAEC plan.
- LCCC completion and launching of a BAS degree program.
- Dr. Caldwell shared the commission's website related to COVID-19. She recognized Alina Timofte for creating and updating. She reminded participants of the Presidents OpEd letter to their students. The OpEd is on the website promoting some heartfelt news. The site includes the commission thanking the colleges for their efforts. Dr. Caldwell showed the website which details some innovative and creative approaches to dealing with the COVID situation completed by the college presidents and the work they have done as presidents and academic leaders. Adult education also was involved in the COVID-19 effort sharing some great encouraging videos. There will be some great historical documents show when times get tough and the history of people's involvement.

H. OTHER BUSINESS:

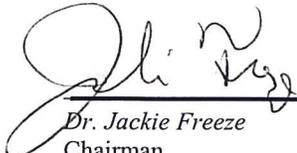
- College Good News Report

TAB 22

Commissioner Freeze encouraged everyone to read the good news report. The Report shows the willingness of students to get active and support their institutions.

ADJOURNMENT

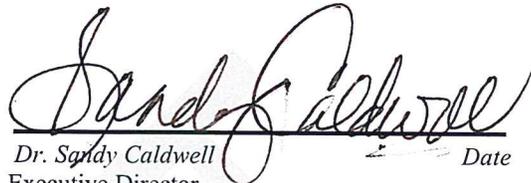
Meeting adjourned at 12:02



Dr. Jackie Freeze
Chairman

10-8-2020

Date



Dr. Sandy Caldwell
Executive Director

10/8/20

Date

DRAFT