

MINUTES

WYOMING COMMUNITY COLLEGE COMMISSION MEETING February 8, 2019

The February 8, 2019 regular Commission meeting was called to order by Commission Chair Sandra Meyer at 8:30 a.m. at Laramie County Community College, Cheyenne, Wyoming.

Commissioners present: Commissioners Larry Atwell, Bruce Brown, Kay Dooley, Craig Frederick, Jackie Freeze, Sandra Meyer and Julia Newman.

Commission staff present: Executive Director Dr. Sandy Caldwell, Deputy Director and Chief Financial Officer Matt Petry, Chief Academic Affairs and Student Services Officer Joe McCann, Chief Operating Officer Larry Buchholtz, and Policy Analyst Nicole Anderson.

A roll call was taken. A quorum was present. Introductions were made. Due notice had been published.

Commissioner Meyer introduced Nicole and thanked Claire Smith for her previous work with the Commission. Commissioner Meyer welcomed Jillian Balow, Superintendent of Public Instruction.

Wyoming Department of Education (WDE): Jillian Balow, Superintendent, introduced herself and explained her role. She noted her main role is K-12 education, but is in a unique position with ex-officio roles on the Wyoming Community College Commission (WCCC) and the UW Board of Trustees. This provides opportunities to collaborate. College, career and military readiness is a main charge of hers along with raising the high school graduation rate. She is involved in the Educational Attainment Executive Council, expansion of the Hathaway Scholarship Program, school safety and security initiatives (focus on well-being of students), and support for the Wyoming Works bill. She is very open to conversations about any topics.

Motion: Commissioner Freeze moved and Commissioner Brown seconded a motion to approve the agenda. **Motion passed unanimously.**

COMMISSIONER TRAINING: ELECTRONIC PACKETS

Larry Buchholtz explained that each commissioner will have his/her own secure folder that the commissioner can then edit, comment on, add notes to, etc. Prior to each commission meeting, each commissioner will receive an email providing a link directly to the agenda. Within the agenda, there will be additional links for documentation that is currently provided in paper. There will also be a folder for public viewing, but no editing will occur in this folder. Dr. Caldwell added the packets will now include summaries for each agenda item with background and summary information, as well as recommended motions. It should be helpful to have everything together. Larry said this can be accessed on any electronic device.

ORGANIZATIONS AND ALLIANCES

1. WY Association of Community College Trustees (WACCT): WACCT President Ernie Over, CWC, spoke about good news. The WACCT board meeting and banquet was yesterday and there was nearly

100 percent participation among trustees. Elections occurred and the new Vice President is Sue Schilling of Casper College, the Secretary is Regina Clark of Western Wyoming Community College, Don Erickson of Laramie County Community College is the Treasurer, and Ernie Over was re-elected as the President of the Board. WACCT has a new logo which is easier to see. At the awards banquet, there was recognition of the Wyoming all-academic community college team. There were 19 Phi Beta Kappa award winners. Student of the Year, Faculty Employee of the Year, Classified Employee of the Year, Professional Employee of the Year, Trustee Leadership, and Foundation Volunteer awards were given. Many legislators were present. The American Association of Community College Trustees National Legislative Summit in Washington D.C. is soon, and six representatives are going from Wyoming. A meeting has been set up with the congressional delegation. WACCT has been working closely with Dr. Caldwell and Erin Taylor on the current legislation. WACCT has initiated a marketing program for trustees, and Brenda Lytle has been appointed WACCT state coordinator.

3. Presidents' Council: Dr. Joe Schaffer, President, Laramie County Community College, gave an update on council activity. The presidents have been heavily focused on the legislative session with special attention to the health insurance issue and capital construction. Yesterday was an "inspiring" President's meeting with a common focus on where they want to be, and how to get there. Dr. Schaffer thanked the commissioners and recognized Joe McCann of the WCCC for his work.

4. Educational Attainment Executive Council: Dr. Caldwell said there has been much activity and this constitutes a large group, including the WICHE task force. Governor Gordon and the Chief of Staff have, and will continue to be, briefed on the activities of this council. The Governor appointed Mike Easley, CEO of Powder River Coop to participate at the Lumina meeting in January. The Council has been invited to apply for the next round of Adult Promise. The Governor's Office provided funding to move forward with WICHE. The first Council meeting was November 6. There are regular updates every two weeks. The ten-party data sharing MOU has been signed. Much legislation is underway related to attainment such as the common transcript and trans process, Wyoming Works and Wyoming's Tomorrow. The next meeting is February 26 in Cheyenne.

5. Complete College Wyoming (CCW): Dr. Caldwell noted CCW efforts have really boosted attainment progress. Judy Hay, Vice President of Student Services, Laramie County Community College, Coralina Daly, Vice President of Student Services, Central Wyoming College, and Kyle Moore of UW are the three co-chairs of CCW currently. Judy said CCW is now part of the Educational Attainment Executive Council. CCW has been working since 2012 and has made many advancements. Commissioner Freeze was recognized for her work on CCW and her CCW accomplishments were discussed. Coralina Daly provided Dr. Freeze with testimonials from staff at the colleges, as well as a bouquet of roses.

6. Community College Faculty Report: No faculty were present to report.

7. Wyoming Public Television (WPTV): Terry Dugas, WPTV General Manager, showed two videos, "Bozeman Trail" and another looking at the importance of art and dance to the culture of the Wind River Reservation. Terry noted there are two reports in the Commission packet. There were no questions for Terry.

8. US Census Bureau: Stephanie Freeman discussed the importance of the census and how it impacts everyone who lives in Wyoming. Primarily for Wyoming, the impact is in funding. Stephanie reviewed the PowerPoint presentation that is found in the Commission packet. The census coming up in April will be the first in which individuals can answer via the internet. Community members advocating for the census are helpful.

LEGISLATIVE UPDATE

1. Pending and Potential Legislation: Dr. Caldwell noted she and staff have been attending the legislative hearings, and have provided testimony to committees, and Erin Taylor has been working very hard on the colleges' behalf. College presidents have been advocating for the community colleges. The budget is being followed closely. This is the crossover week. There are numerous Hathaway bills and a few baccalaureate bills. Full legislative updates are in the Commission packet.

2. Budget: Matt Petry said the budget request this year was a supplemental request so it adds to the budget request of last session. The first exception request was \$715,000, providing funding for four contractual positions (project manager, data scientist, data security expert, database administrator) for the State Longitudinal Education Data System (SLEDS). This request was with the State Longitudinal Data System in mind, but when the state stepped away from that idea, the WCCC continued the effort with the SLEDS, which is a scaled down version of an SLDS in that it encompasses all educational data and workforce data, and is now about two-thirds of the way completed. The contracted positions will help complete this effort.

The next request was for \$7.3 million to cover health insurance costs. This dropped to \$5.6 million due to positions cut by the colleges. The Governor denied this request but suggested it be funded from another source (as outlined in Governor's Letter #2), an emergency operations account. However, the JAC did not recommend approval of that request. It is expected about 60 new positions will be needed, as a result of educational attainment goals and ENDOW initiatives, so the WCCC requested approximately \$600,000. Both requests for health insurance were approved in the House, but not the Senate, so this will go to conference committee. The cap-con funding bill was voted down by the Senate, but may be resurrected in some way for cross-over to the House. At this point, it's unclear how it may move forward. Funding enabling state agencies to increase pay to those below market and to provide merit pay raises, as well as funding to provide pay raises for college employees, are in the budget. Matt reminded the commission that when the state provides funding for 2 percent pay raises at the colleges, it is really only covering approximately 62 percent of those pay raises.

CONSENT AGENDA

- Approval of minutes of previous meetings
 - October 16, 2018
- Acceptance of reports
 - 2018 Summer and Fall Enrollment Reports
 - Financial Report
 - 2018 College Audit Report
 - Performance Indicator Report
 - Academic Program Review

Motion: Commissioner Atwell moved and Commissioner Brown seconded a motion to approve the consent agenda. **Motion to approve the consent agenda passed unanimously.**

REGULAR AGENDA

1. New Program Approval Requests: Dr. Caldwell explained the process of using the template for new programs. An executive summary of each program was requested, from the Commissioners, when the new programs were moved from the Consent to the Regular Agenda. The AAC created this template to provide necessary information.

- Brandon Kosine provided an overview of the Engineering Technology and Design One-year Certificate for Casper College.
- Kathy Wells provided an overview of the 2-Dimension Art II One-year, 3-Dimension Art II One-year and Artist Credential II One-year certificates for Central Wyoming College.
- Heidi Edmunds provided an overview of the Human Services AA Degree and the Barbering/Stylist One-year Certificate for Eastern Wyoming College.
- Clark Harris and Jill Koslosky provided an overview of the Industrial Systems Technology Short-term, Electrical Technology Short-term and Plumbing Technology Short-term Certificates. Three community partners were present to advocate for the need for these programs.
- Gerry Giraud provided an overview of the Conservation Law Enforcement AAS Degree for Northern Wyoming College.
- Dr. Karla Leach provided an overview of the Paramedicine AS Degree, Cloud Computing AAS Degree and Cloud Computing One-year Certificate for Western Wyoming Community College.

Motion: Commissioner Atwell moved and Commissioner Dooley seconded a motion to approve the new programs for all community colleges. **Motion passed unanimously.**

2. Stackable Program Certificates: Kathy Wells provided an overview of the Automotive Technology II, Computer Technology II and Environmental Geospatial Information Science Technician II Short-term Certificates. These are all components of currently existing AAS Degrees at Central Wyoming College. This is an informational item only. No action is required. Commissioner Frederick noted he likes the creativity and flexibility of these programs.

EXECUTIVE DIRECTORS' REPORT

Dr. Caldwell noted a written report is located in the packet. Thank you to Dr. Schaffer/LCCC for hosting. Thank you to the retiring Commissioners. We are waiting to see who the next representatives will be. Dr. Caldwell indicated next steps with the strategic plan will include a status report in June and performance metrics identification for next year. Dr. Caldwell recognized and thanked Dr. Karla Leach and Dr. Paul Young as retiring Presidents. Dr. Caldwell discussed employee and position changes at the WCCC.

1. Recognition of Dr. Joe McCann: Dr. Caldwell noted Joe McCann has been with the WCCC for nine years. Thank you to Joe for his service.

2. Recognition of Retiring Commissioners: Dr. Caldwell reminded Commissioners are appointed by the Governor, approved by the Senate and serve our state. She thanked Commissioner Atwell, Commissioner Meyer and Commissioner Brown for their service and handed out commemorative tokens of appreciation.

Commissioner Meyer recognized Andy Corbin from the WCCC for all the work he has done for the WCCC and towards SLEDS.

OTHER BUSINESS

1. Good News from the Colleges: This report is located in the Commission packet.

ADJOURNMENT

2. Recognition of Retiring Commissioners: Dr. Caldwell reminded Commissioners are appointed by the Governor, approved by the Senate and serve our state. She thanked Commissioner Atwell, Commissioner Meyer and Commissioner Brown for their service and handed out commemorative tokens of appreciation.

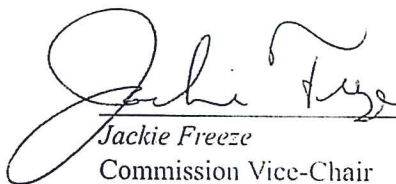
Commissioner Meyer recognized Andy Corbin from the WCCC for all the work he has done for the WCCC and towards SLEDS.

OTHER BUSINESS

1. Good News from the Colleges: This report is located in the Commission packet.

ADJOURNMENT

Motion: Commissioner Brown moved and Commissioner Atwell seconded a motion to adjourn the regular commission meeting at 11:17. **Motion passed unanimously.**



Jackie Freeze
Commission Vice-Chair

4-11-19
Date



Sandy Caldwell
Commission Executive Director

4/11/19
Date